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TIGARD CITY COUNCIL  
MEETING

June 11, 2002 6:30 p.m.

TIGARD CITY HALL  
13125 SW HALL BLVD  
TIGARD, OR 97223



PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Visitor's Agenda items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are estimated; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. Business agenda items can be heard in any order after 7:30 p.m.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, Ext. 309 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, x309 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

A G E N D A  
TIGARD CITY COUNCIL MEETING  
June 11, 2002

6:30 PM

- STUDY SESSION
  - > AT&T MERGER WITH COMCAST
  - > NON-ISLAND ANNEXATION POLICY UPDATE/BULL MOUNTAIN ANNEXATION SURVEY
  - > INTERNAL REVENUE SERVICE RULES ON EMPLOYEE EXPENSES
- EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(3), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

7:30 PM

1. BUSINESS MEETING
  - 1.1 Call to Order - City Council & Local Contract Review Board
  - 1.2 Roll Call
  - 1.3 Pledge of Allegiance
  - 1.4 Council Communications & Liaison Reports
  - 1.5 Call to Council and Staff for Non-Agenda Items
2. VISITOR'S AGENDA (Two Minutes or Less, Please)
3. CONSENT AGENDA: These items are considered to be routine and may be enacted in one motion without separate discussion. Anyone may request that an item be removed by motion for discussion and separate action. Motion to:
  - 3.1 Approve Council Minutes for May 21, and 28, 2002
  - 3.2 Receive and File:
    - a. Council Calendar
    - b. Tentative Agenda

- 3.3 Adopt Employer Payment of Employee's Public Employees Retirement System (PERS) Contributions for Sworn Personnel in the Police Management Group – Resolution No. 02 - \_\_\_\_\_
  - 3.4 Adopt a Cost of Living Adjustment for the Management/Supervisory/Confidential Group Employees Effective July 1, 2002 – Resolution No. 02 - \_\_\_\_\_
  - 3.5 Approve the Tigard Gang Officer's Attendance at the National Gang Violence Conference
  - 3.6 Approve Lt. DeVeny's Attendance at the FBI National Academy
  - 3.7 Local Contract Review Board:
    - a. Award Contract for Architectural Engineering Services for HVAC Modification Project for City Hall to EESI
  - *Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered immediately after the Council has voted on those items which do not need discussion.*
- 4. PUBLIC HEARING – APPROVE THE CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2002-2003
    - a. Open Public Hearing
    - b. Summation by Engineering Staff
    - c. Public Testimony
    - d. Staff Recommendation
    - e. Council Discussion
    - f. Close Public Hearing
    - g. Council Consideration: A motion to adopt the fiscal year 2002-2003 Capital Improvement Program and projects.
  - 5. CONSIDER A RESOLUTION AUTHORIZING A FIVE-YEAR INTERFUND LOAN FROM THE GENERAL FUND TO THE GAS TAX FUND FOR FINANCING THE CITY'S SHARE OF THE 69<sup>TH</sup> AVENUE LOCAL IMPROVEMENT DISTRICT (LID)
    - a. Staff Report: Finance Staff
    - b. Council Discussion
    - c. Council Consideration: Resolution No. 02 - \_\_\_\_\_

6. PUBLIC HEARING – CONSIDER A RESOLUTION CERTIFYING THAT THE CITY OF TIGARD PROVIDES SERVICES QUALIFYING FOR STATE SHARED REVENUES
  - a. Open Public Hearing
  - b. Summation by Finance Staff
  - c. Public Testimony
  - d. Staff Recommendation
  - e. Council Discussion
  - f. Close Public Hearing
  - g. Council Consideration: Resolution No. 02 - \_\_\_\_\_
  
7. PUBLIC HEARING - CONSIDER AN ORDINANCE DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES
  - a. Open Public Hearing
  - b. Summation by Finance Staff
  - c. Public Testimony
  - d. Staff Recommendation
  - e. Council Discussion
  - f. Close Public Hearing
  - g. Council Consideration: Ordinance No. 02 - \_\_\_\_\_
  
8. PUBLIC HEARING - CONSIDER A RESOLUTION ADOPTING THE BUDGET, MAKING APPROPRIATIONS, DECLARING THE VALOREM TAX LEVY AND CLASSIFYING THE LEVY AS PROVIDED BY ORS 310.060(2) FOR FISCAL YEAR 2002-2003
  - a. Open Public Hearing
  - b. Summation by Finance Staff
  - c. Public Testimony
  - d. Staff Recommendation
  - e. Council Discussion
  - f. Close Public Hearing
  - g. Council Consideration: Resolution No. 02 - \_\_\_\_\_
  
9. CONSIDER A RESOLUTION ADOPTING A NEW FEE SCHEDULE FOR LAND USE APPLICATIONS
  - a. Staff Report: Community Development Staff
  - b. Council Discussion
  - c. Council Consideration: Resolution No. 02 - \_\_\_\_\_

10. COUNCIL LIAISON REPORTS

11. NON AGENDA ITEMS

12. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(3), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

13. ADJOURNMENT

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AGENDA ITEM # Study Session  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE AT&T Merger with Comcast

PREPARED BY: Liz Newton DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

ISSUE BEFORE THE COUNCIL

A short briefing on the change of control for cable television services.

STAFF RECOMMENDATION

No action necessary at this time.

INFORMATION SUMMARY

AT&T and Comcast have agreed to merge their companies to create AT&T Comcast Corporation. Although the merger must be approved by all of the MACC jurisdictions that have franchises for cable service with AT&T, federal regulations limit the ability of jurisdictions to deny changes of control. The federal criteria for local franchises to review changes of control deal with the legal, technical, and financial ability of the new controlling entity to assure their obligations will be continued.

The MACC Commission has just completed a review process that is briefly summarized in the attached memo and is recommending jurisdictions approve, with conditions, the change of control.

Council consideration is scheduled for June 25.

OTHER ALTERNATIVES CONSIDERED

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

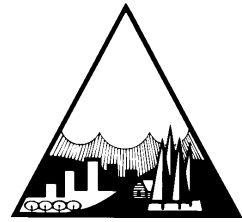
- Memo from Liz Newton
- Letter of Assurance from AT&T/Comcast
- MACC Resolution 2002-04

FISCAL NOTES

N/A

**MEMORANDUM**  
**CITY OF TIGARD, OREGON**

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**TO:** Honorable Mayor and City Council Members

**FROM:** Liz Newton, Assistant to the City Manager

**DATE:** May 24, 2002

**SUBJECT:** Change of Control for Cable Television Services

AT&T and Comcast have agreed to merge their companies to create AT&T Comcast Corporation. AT&T has requested the consent of the MACC member jurisdictions for a change of control by filing a Federal Communications Form 394 with MACC as required in Section 17.2 of the franchise agreement.

MACC staff has reviewed the Form 394 and additional information submitted by AT&T and Comcast. A letter of assurance from AT&T was also submitted (attached) in which AT&T agrees to abide by the terms and conditions of the franchise and recognizes significant issues of concern. The issues are primarily related to AT&T not meeting customer service standards and delays in the upgrade of the PCN.

On May 9, MACC held a public hearing on the change of control. Following consideration of testimony the commission unanimously adopted Resolution 2002-04 (attached) recommending that the member jurisdictions approve the transfer request.

The Tigard City Council will consider an ordinance approving the transfer on June 25, 2002. If there are any questions or information councilors would like to review as part of consideration of the ordinance, please let me know and I will incorporate responses into the staff report.

att

## **EXHIBIT A TO MACC RESOLUTION 2002-04**

May 7, 2002

Mr. Bruce Crest  
MACC Administrator  
1815 NW 169<sup>th</sup> Place, Suite 6020  
Beaverton, OR 97006

RE: FCC Form 394 Filed March 4, 2002 - MACC  
AT&T Corp. Merger Transaction

Dear Mr. Crest:

We understand that the Metropolitan Area Communications Commission and its member jurisdictions ("Franchising Authority") have several concerns relating to certain compliance matters under the franchise held by TCI Cablevision of Tualatin Valley, Inc., a.k.a. AT&T Broadband ("Franchisee"). The Franchising Authority has notified Franchisee of its concern that it would not be appropriate to approve a change of control prior to resolution of alleged franchise violations with respect to the following issues. There are two categories of issues needing documentation: first, those issues the Franchisee has received notice of pending violations; and second, those issues that may be noncompliance issues. The issues are more specifically set forth below:

### **Current pending franchise violations:**

- (1) Credit of 30 cents per month for each subscriber whose service has not been upgraded as required under the franchise;
- (2) Franchisee's compliance with franchise customer service standards and requirements, particularly telephone answering violation of 4<sup>th</sup> Quarter 2001 standard is not yet cured; and
- (3) System design of the Upgraded PCN was not built as required by the Franchise Agreement and serviceability.

### **Potential noncompliance issues:**

- (4) Franchisee's notification that it will not collect or pay franchise fees based on revenues derived from its cable modem Internet service as of April 1, 2002;
- (5) Franchisee's dispute resolution policies and procedures relating to disputes between the subscriber and Franchisee;



Mr. Bruce Crest  
May 6, 2002  
Page 2

- (6) Use of the Franchising Authority's public rights-of-ways, and use of Franchisee's facilities by others within the Franchise Authority's public rights-of-way;
- (7) Franchisee's decision to recover the cost of franchise fees on certain non-residential subscriber revenues from residential subscribers (the so-called "Pasadena pass-through"); and
- (8) Reporting related to the Upgraded PCN regarding system problems (e.g. "trouble tickets").

In order to successfully complete the consent process currently taking place by the Franchising Authority on the change of control of AT&T Broadband and Comcast Corporation ("Merger") by July 2, 2002, as agreed to by the Franchise Authority and the companies, the Franchise Authority and the companies agree to discuss the identified issues towards reaching mutually satisfactory resolutions, separate and independent from the consent process. The parties agree to meet within 120 days from May 9, 2002, and make good faith efforts to resolve the identified issues within six (6) months.

It is understood that the consent to the change of control of this Franchise shall not extinguish the Franchising Authority's right and ability to pursue any remedy against Franchisee available under the Franchise with respect to any compliance issues not mutually resolved. This letter may be referenced in any action taken by the Franchising Authority concerning the proposed change of control or Franchise compliance.

It is also understood and agreed that the Franchising Authority and the Franchisee shall not be deemed or construed to have waived any claims, actions, or defenses with respect to identified issues, or other possible or alleged Franchise violations that remain unresolved.

By signing below the parties acknowledge and agree to the matters described herein above.

By: MACC

By: TCI Cablevision of Tualatin Valley, Inc.

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Bruce Crest - Administrator

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Curt Henninger - Senior Vice-President

## **METROPOLITAN AREA COMMUNICATIONS COMMISSION**

### **RESOLUTION NO. 2002- 04**

#### **A RESOLUTION CONSENTING TO THE CHANGE OF CONTROL OF AT&T CORP., THE INDIRECT PARENT COMPANY OF TCI CABLEVISION OF TUALATIN VALLEY, INC., WITH CONDITIONS, AND RECOMMENDING APPROVAL OF THE CHANGE OF CONTROL, WITH CONDITIONS, BY THE MACC MEMBER JURISDICTIONS**

**WHEREAS**, the Metropolitan Area Communications Commission, hereinafter "MACC", is an intergovernmental commission formed under ORS Chapter 190, with Washington County and the cities of Banks, Beaverton, Cornelius, Durham, Forest Grove, Gaston, Hillsboro, King City, Lake Oswego, North Plains, Rivergrove, Tigard, and Tualatin as members; and

**WHEREAS**, TCI Cablevision of Tualatin Valley, Inc., whose indirect parent company is AT&T Corp., hereinafter "AT&T", is the Grantee under a Cable Television Services Agreement approved by MACC and its member jurisdictions, dated February 1, 1999, hereinafter "Franchise"; and

**WHEREAS**, on March 4, 2002, MACC received a Federal Communications Commission ("FCC") Form 394, by which AT&T requested approval by MACC and its member jurisdictions of a change of control. Under the proposal, the ultimate parent of the Grantee will be merged with Comcast Corporation to form a new ultimate parent corporation, AT&T Comcast Corporation; and

**WHEREAS**, following completion of the transactions forming the change of control, the Grantee will be controlled by AT&T Comcast but will continue to operate the cable system and continue to hold and be responsible for performance of the cable franchise; and

**WHEREAS**, Federal law and Section 17.2 of the Franchise authorize MACC and its member jurisdictions to review any proposed change, transfer, or acquisition of control, including the proposed transaction, in order to determine the impact on the Grantee's ability to perform the Franchise obligations based on the legal, financial and technical qualifications of the transferee; and

**WHEREAS**, the Section 17.2 of the Franchise further authorizes MACC and its member jurisdictions to address the resolution of any outstanding issues of noncompliance with the terms and conditions of the Franchise in conjunction with any request for change of control; and

**WHEREAS**, AT&T Comcast has stated that the Grantee will continue to comply with the lawful terms and provisions of the existing Franchise and agreements following the Merger, and all parent guarantees will remain in place; and

**WHEREAS**, the Grantee and MACC have, in a separate agreement (attached hereto as Exhibit A), documented the existence of certain relevant issues concerning the Grantee's performance under the Franchise, and the Grantee has committed to exercise good faith efforts to resolve such issues separate and apart from the consent process; and

**WHEREAS**, MACC staff and consultants have reviewed the proposal pursuant to the above criteria and commitments, and have recommended approval of the proposal, provided certain assurances and considerations are obtained from AT&T in the public interest and contingent on approval by MACC member jurisdictions; and

**WHEREAS**, the Commission conducted a duly noticed public hearing on May 9, 2002;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE METROPOLITAN AREA COMMUNICATIONS COMMISSION:**

**Section 1. Commission Action on Form 394 Application.**

The Commission hereby approves the Application for Change of Control, as submitted March 4, 2002, subject to the conditions contained herein.

**Section 2. Recommendation to Member Jurisdictions.**

The Commission hereby recommends that each of the member jurisdictions approve the Application for Change of Control by duly authorized enactment of each jurisdiction's governing body, subject to the conditions set forth in Section 3, below.

**Section 3. Conditions**

A. The approval recommended herein shall not take effect until such time as each of the following conditions are met:

- 1) MACC and its member jurisdictions' consent to the change of control shall not be construed to constitute a waiver or release of any rights they may have under the Franchise and any separate written agreements with the Grantee; and
- 2) Grantee shall continue to comply with all valid local laws, agreements, and Franchise requirements consistent with applicable federal and state law; and
- 3) Grantee and the Guarantor of the Franchise acknowledge the conditions of transfer approval in writing; and

- 4) Each of the members of MACC has approved the Application for Change of Control by duly authorized enactment of each jurisdiction's governing body; and
- 5) The merger transaction between AT&T Corp. and Comcast Corporation shall close consistent with the terms identified in the Form 394 and the supplemental information provided by the Grantee through the request for information process undertaken by MACC.

B. Approval of the Change of Control will be null and void if the merger transaction between AT&T Broadband and Comcast Corporation does not close by midnight, May 10, 2003.

**ADOPTED BY THE BOARD OF THE METROPOLITAN AREA  
COMMUNICATIONS COMMISSION** this 9th day of May, 2002.

A handwritten signature in black ink, appearing to read "Dean Gibbs", is written over a horizontal line.

Dean Gibbs, Chair

Attachment: Exhibit A

## MEMORANDUM

### CITY OF TIGARD

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TO: Mayor Griffith and City Council

FROM: Jim Hendryx 

DATE: May 28, 2002

SUBJECT: Non-Island Annexation Policy Update / Bull Mountain Annexation Survey

In 2001, the Tigard City Council established a goal to develop an annexation policy for non-island areas, such as Bull Mountain, and directed staff to study the feasibility of annexing the Bull Mountain area. Since that time, several important steps have been taken to accomplish this goal:

- July 2001 – The City met with several Bull Mountain residents at Deer Creek Elementary School to hear residents' questions and comments about the annexation process. The questions identified during this meeting directly influenced the scope of *The Bull Mountain Annexation Study*.
- November 2001 – Completion of *The Bull Mountain Annexation Study*. The study examined existing and projected service levels for the area based on City standards, as well as the City's cost of providing services such as law enforcement, parks, sewer, water, planning, street improvements, and street maintenance. This analysis was based on the projected growth, development trends, and demographics for the Bull Mountain area. Level of service and funding for substantial capital improvements emerged as two major policy issues.
- January 31, 2002 – The City presented the study's conclusions to approximately 80 Bull Mountain residents at an Open House and Town Hall Meeting held at Fowler Middle School. Although the majority of the attendees did not want the City to continue the annexation process, they represented only 1.8% of the area's population. During the Open House, it was suggested that the City conduct a survey of Bull Mountain residents. This would reach a larger, more representative sample of Bull Mountain residents and gauge their attitudes toward annexation.

- April 2002 – Council received an overview of the two most appropriate annexation methods for the Bull Mountain area, city-initiated and the annexation plan. Both methods involve a resident vote; however, the annexation plan differs by requiring a vote from both the territory to be annexed and the annexing city (as well as service agreements). Because the annexation plan would involve City and Bull Mountain residents, the Council determined that both sets of residents should be surveyed. Council directed staff to pursue this project and to find a consultant to conduct the work.

### **Project Update**

The City issued a request for proposals (RFP) for a public opinion survey consultant in May 2002. A consultant will be chosen for the project using standard evaluation and selection procedures.

- Seven firms submitted proposals. Each consultant prepared a proposal for the project, which was reviewed for completeness and adherence to the RFP criteria.
- City and County staff are scheduled to interview four firms on June 5 and will select a finalist.
- The project's expected completion date is early to mid-July. At that time, the consultant will present the study's findings to Council.
- The consultant's services, including the survey, will not exceed \$10,000. The City and Washington County will share this cost.

COUNCIL MINUTES  
TIGARD CITY COUNCIL MEETING  
May 21, 2002

1. WORKSHOP MEETING

- 1.1 Mayor Griffith called the meeting to order at 6:33 p.m.
- 1.2 Council Present: Mayor Griffith, Councilors, Dirksen, Moore, Patton and Scheckla
- 1.3 Pledge of Allegiance
- 1.4 Council Communications & Liaison Reports: Councilor Patton complimented the Library Director for her efforts in preparing public information for the proposed new library. City Manager Monahan reported that Tigard staff and County election volunteers are stationed on the driveway entrance to City Hall to collect ballots so people do not have to get out of their vehicles to deposit ballots. This also alleviates traffic congestion.
- 1.5 Call to Council and Staff for Non Agenda Items: None

2. UPDATE ON THE URBAN SERVICES INTERGOVERNMENTAL AGREEMENT WITH WASHINGTON COUNTY

Community Development Director Hendryx reviewed the staff report and attached information, which are on file in the City Recorder's office.

Mr. Hendryx reviewed the benefits of the Urban Services Agreement to the City: revenue and control over development in this area, which is likely to come into the City at a future date.

City officials will continue to discuss with the County Tigard's request that Parks Systems Development Charges (SDC's) be collected in the urban services area. County officials indicated the County might look more favorably toward instituting the SDC fees if annexation of the area appeared likely. Staff is working on steps needed to survey Bull Mountain area and Tigard residents about annexation preferences. The County has agreed to contribute up to \$5000 for the survey. Request for proposals for a consultant to do this survey will close on May 22, 2002.

City Manager Monahan advised that Kathy Lehtola is to be appointed as Director of Land Use & Transportation for Washington County. She will be invited to attend a City Council meeting to discuss Washington County/City of Tigard joint projects.

Community Development Director Hendryx advised that the renewal of the Urban Services Agreement would be before the Council for formal consideration at an August business meeting.

Council and staff discussed the building activity in the Bull Mountain area. Tigard also provides building services in King City. King City has approached the City for street maintenance services and this is at preliminary discussion stage.

3. UPDATE ON HIGHWAY 217 STUDY

Planning Manager Barbara Shields presented the staff report, which is on file in the City Recorder's office.

Community Development Director Hendryx reviewed the scope of study process.

The purpose of the study will be to refine improvements needed. The study could take as long as two years. Council and staff talked about the number of studies that have been done for this area already and the need to move forward. Once this study is done, then an Environmental Impact Study must be performed. Partners with Tigard in the Highway 217 Study are Washington County, Beaverton, and the Oregon Department of Transportation; Metro will take the lead on the process. The study will look at "value pricing technology," which sets up a system where users pay; for example, an electronic toll system activated for certain traffic lanes during specified time periods. "Value pricing technology" has been controversial in the past.

Community Development Director Hendryx reviewed the public involvement process planned. A policy advisory committee will be formed and membership needs to be determined. To date, Lake Oswego has indicated they did not want to be involved. Council discussed possible citizen members including Jack Reardon, Steve Clark, or Ted Spence. After brief discussion, it was determined that Councilor Moore will represent the City Council on the policy advisory committee. Community Development Director Hendryx and Planning Manager Shields will serve as City of Tigard staff liaisons to the committee.

4. COUNCIL LIAISON REPORTS: None

5. NON-AGENDA ITEMS: None

6. EXECUTIVE SESSION: Not held.

7. ADJOURNMENT: 7:06 p.m.

\_\_\_\_\_  
Catherine Wheatley, City Recorder

Attest:

\_\_\_\_\_  
Mayor, City of Tigard

Date: \_\_\_\_\_

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COUNCIL MINUTES  
TIGARD CITY COUNCIL MEETING  
May 28, 2002

- STUDY SESSION

Mayor Griffith called the meeting to order at 6:33 p.m.

Council Present: Mayor Griffith; Councilors Dirksen, Moore, Patton, and Scheckla.

> Administrative Items Reviewed:

- ◆ Latest update on the results of the Library Bond Measure (May 21, 2002 election) was reviewed briefly. The bond measure passed 60% "yes", 40% "no" with 52% of the registered voters in Tigard casting a ballot (as of 9:30 a.m., 5/28/02). Certified results are expected by June 10, 2002.

City Manager Monahan reported the New Library Construction Committee would be meeting soon. Next steps include the "due diligence" process including an environmental assessment of the property. At this time, it looks as if the earliest that the City will take possession of the property will be in September 2002. An architect will need to be selected for the next phase. There is a proposal before the City Council to modify the purchasing rules to allow the City to utilize a "design-build" concept if staff determines that this would be the best route to follow. Also to come before the Council in the near future will be consideration of issuance of bonds.

Council and staff briefly discussed the separate environmental studies needed for the road and the building site. There was reference to the site master plan open house held earlier this year and the need to keep the public and interested parties updated and it was suggested that this be done through periodic open house meetings.

It is possible that grant and foundation opportunities will also be available.

City Manager noted that there would be many "Council-driven" decisions to be made that will be brought forward by staff.

- ◆ City Manager Monahan noted that both unions – TPOA and OPEU – have asked to negotiate on health benefits.

- ◆ Council received a revised ordinance for the proposed right of way vacation (Agenda Item No. 5). Council also received a memorandum from Assistant Planner Matthew Scheidegger that described the revision to the ordinance.
- ◆ City Manager Monahan noted that the June 11 meeting would include the proposed budget for next fiscal year. Also tentatively scheduled for the June 11 agenda is a request from Washington County that Tigard conduct a public hearing and the Council take action to accept an increase for assessments in the Metzger Park Local Improvement District (LID) because some of the LID-boundary residents are also Tigard residents. Staff is working with the County to determine if this should remain a LID or if this should be considered a special taxing district. The County has sent meeting notices to residents advising of the County Board of Commissioners hearing on June 25, 2002. The request is for Tigard to hold its hearing on June 11; however, City staff is working with County staff to determine process given the short timeline.
- ◆ WCCLS Levy information will be distributed to the City Council (as described in the Council newsletter dated May 24, 2002).

Study Session recessed at 6:56 p.m.

Study Session reconvened: 6:59p.m.

- ◆ Councilor Patton advised she would be moving to the City of Beaverton in August. City Manager Monahan reviewed Tigard City Charter (Section 7) provisions with regard to filling of vacancies. Councilor Patton's term expires December 31, 2002 and Council may appoint a person to fill a vacancy until an election can be held. On June 11, Legal Counsel will report to Council what its options are regarding this upcoming Council vacancy.
- ◆ Councilor Dirksen asked if he could receive a layout of the design of Bonita Park. City Manager Monahan indicated this information would be sent to all City Council members. Councilor Dirksen was hoping the park might provide a soccer play area for neighborhood children, but the park is too small for this type of use.
- ◆ The Schaffer Lane access to Durham School will no longer be available within the next couple of years. Council and staff discussed possible access sites for the school.
- ◆ Council and staff discussed potential skateboard park sites including the current public works site or a temporary location adjacent to the public works area (tearing down a city-owned house and using the current dog park area).

- ◆ Council discussed land use processes for smaller cities as compared to larger cities and the perception that smaller cities have fewer regulations to consider.

Study Session recessed at 7:15 p.m.

(No Executive Session was held)

1. BUSINESS MEETING

- 1.1 Mayor Griffith called the meeting to order at 7:30 p.m.
- 1.2 Roll Call: Mayor Griffith; Councilors Dirksen, Moore, Patton and Scheckla
- 1.3 Pledge of Allegiance
- 1.4 Council Communications & Liaison Reports: None
- 1.5 Call to Council and Staff for Non-Agenda Items: None

2. VISITOR'S AGENDA

- ◆ Mark Mahon, 11310 SW 91<sup>st</sup> Court, Tigard OR thanked a number of people for their efforts resulting in the passage of the library bond measure presented to the voters on May 21, 2002. A copy of Mr. Mahon's remarks is on file in the City Recorder's office.

3. CONSENT AGENDA: Motion by Councilor Patton, seconded by Councilor Dirksen to approve the Consent Agenda as follows:

- 3.1 Approve Council Minutes: May 6 and 14, 2002
- 3.2 Dedicate the Kristine Ann Tupling Butterfly Garden at Cook Park – Resolution No. 02-32
- 3.3 Amend the Washington County Cooperative Library Service Public Library Agreement
- 3.4 Amend the Washington County Inter-Library Information Network Agreement
- 3.5 Local Contract Review Board: Award Contract for the Construction of Bonita Road Sanitary Sewer Improvements

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

4. PUBLIC HEARING (LEGISLATIVE) – PLANNED DEVELOPMENT DENSITY BONUS LIMITATION AMENDMENT (ZOA 2002-00001)

The Tigard City Council considered a request to amend the Planned Development requirements within the Tigard Development Code to limit the ability to grant density bonuses for areas constrained by sensitive lands (steep slopes greater than 25%, wetlands, drainageways, or 100-year floodplain). The amendment request is based on the present ability to seek density bonuses for preserving trees or open space in these constrained and otherwise undeveloped areas. LOCATION: Citywide. ZONE: N/A. APPLICABLE REVIEW CRITERIA: Statewide Planning Goals 1, 2, 5 and 10; and Community Development Code Chapters 18.350, 18.380, 18.390 and 18.790.

- a. Mayor Griffith opened the public hearing.
- b. Planning Manager Dick Bewersdorff introduced the agenda item and Assistant Planner Morgan Tracy presented the staff report. A copy of the staff report is on file in the City Recorder's office.

Staff confirmed that density transfers (i.e., Washington Square plan) would not be affected. The proposed ordinance only affects the density bonus in planned developments.

- c. Public Testimony: None
- d. Staff recommendation was that the Council adopt the proposed ordinance and uphold Planning Commission's recommendation for approval.
- e. Council Discussion: Councilor Patton commented that she liked what the Planning Commission proposed with regard to redefining under what conditions a bonus could be granted.
- f. Mayor Griffith closed the public hearing.
- g. Consideration by Council: Motion by Councilor Dirksen, seconded by Councilor Patton to adopt Ordinance No. 02-18.

ORDINANCE NO. 02-18 - AN ORDINANCE AMENDING THE LANGUAGE OF THE TIGARD COMMUNITY DEVELOPMENT CODE CHAPTER 18.350 SECTION 100(B)(2) AND CHAPTER 18.790 SECTION 040(A)(1) TO RESTRICT DENSITY BONUS INCENTIVES FOR PRESERVING TREES OR OPEN SPACE IN FLOODPLAINS, STEEP SLOPES, DRAINAGEWAYS, AND WETLANDS THROUGHOUT THE CITY OF TIGARD.

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

5. PUBLIC HEARING (QUASI-JUDICIAL) – 68<sup>TH</sup> PARKWAY AT ATLANTA  
PUBLIC RIGHT OF WAY VACATION (VAC2002-00001)

The Tigard City Council will consider a proposed vacation involving a portion of public right-of-way on the corner of SW 68<sup>th</sup> Parkway at SW Atlanta Street and consolidate into tax lot 1S136DD, 00900. The purpose of the request is to allow the adjoining property to the west to develop according to the Tigard Triangle development standards. According to the development standards of the Tigard Triangle, a building must be located within 10 feet of a public right-of-way. The configuration of the existing right-of-way creates a buffer between the property and SW 68<sup>th</sup> Parkway, which would not allow the adjoining property to meet the setback criteria without a variance. A public storm line lies within the northeast corner of the public right-of-way to be vacated. A public storm water easement will be granted to the City of Tigard concurrently with the right-of-way vacation, that will encompass approximately 7.5 feet on each side of the existing stormpipe. The location of the portion of the vacation request is the section of SW 68<sup>th</sup> Parkway public right-of-way which lies southeast of SW Atlanta Street.

The request was filed with the City on February 15, 2002 and initiated by the City Council at the request of the applicant on March 26, 2002. Any interested person may appear and be heard for or against the proposed vacation of said 68<sup>th</sup> Parkway at Atlanta Street Public Right-of-Way Vacation. Any written objections or remonstrances shall be filed with the City Recorder by 7:30 PM on May 28, 2002.

- a. Mayor Griffith opened the public hearing.
- b. Mayor Griffith read the following:
  - Do any members of Council wish to report any ex parte contact or information gained outside the hearing, including any site visits? *None were reported.*
  - Have all members familiarized themselves with the application? *Council members indicated they were familiar with the application.*
  - Are there any challenges from the audience pertaining to the Council's jurisdiction to hear this matter or is there a challenge on the participation of any member of the Council? *There were no challenges.*

- c. Assistant Planner Matt Scheidegger presented the staff report, which is on file in the City Recorder's office.
- d. Public Testimony – Mayor Griffith read the following statement:
  - For all those wishing to testify, please be aware that failure to raise an issue accompanied by statements or evidence sufficient to afford the Council and parties an opportunity to respond to the issue will preclude an appeal to the Land Use Board of Appeals on this issue. Testimony and evidence must be directed toward the criteria described by staff or other criteria in the plan or land use regulation which you believe apply to the decision.

*There was no public testimony.*

- e. Mayor Griffith closed the public hearing.
- f. Council Consideration: Motion by Councilor Moore, seconded by Councilor Dirksen to adopt Ordinance No. 02-19.

**ORDINANCE NO. 02-19 - AN ORDINANCE CONCERNING THE VACATION OF APPROXIMATELY 1,915 SQUARE FEET OF PUBLIC RIGHT-OF-WAY ON SW 68<sup>TH</sup> PARKWAY, IN THE CITY OF TIGARD, WASHINGTON COUNTY, OREGON (VAC2002-00001)**

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

**6. PUBLIC HEARING (QUASI-JUDICIAL) – DARTMOUTH STREET AT 69<sup>TH</sup> AVENUE PUBLIC RIGHT OF WAY VACATION (VAC2001-00003)**

The Tigard City Council will consider a proposed vacation of public right-of-way involving a 1,181.6 square foot portion of public right-of-way on SW Dartmouth Street, west of SW 69<sup>th</sup> Avenue. The purpose of the request is to allow the adjoining property to the south to install a permanent monument sign in the vacated right-of-way. The location of the area to be vacated is the portion of SW Dartmouth Street public right-of-way from SW 69<sup>th</sup> Avenue to SW 70<sup>th</sup> Avenue.

The request was filed with the City on February 22, 2002 and initiated by the City Council at the request of the applicant on April 9, 2002. Any interested person may appear and be heard for or against the proposed vacation of said Dartmouth Street at 69<sup>th</sup> Avenue Public Right-of-Way Vacation. Any written objections or remonstrances shall be filed with the City Recorder by 7:30 PM on May 28, 2002.

- a. Mayor Griffith opened the public hearing.
- b. Mayor Griffith read the following:
  - Do any members of Council wish to report any ex parte contact or information gained outside the hearing, including any site visits? *None were reported.*
  - Have all members familiarized themselves with the application? *Council members indicated they were familiar with the application.*
  - Are there any challenges from the audience pertaining to the Council's jurisdiction to hear this matter or is there a challenge on the participation of any member of the Council? *There were no challenges.*
- c. Assistant Planner Matt Scheidegger presented the staff report, which is on file in the City Recorder's office.
- d. Public Testimony – Mayor Griffith read the following statement:
  - For all those wishing to testify, please be aware that failure to raise an issue accompanied by statements or evidence sufficient to afford the Council and parties an opportunity to respond to the issue will preclude an appeal to the Land Use Board of Appeals on this issue. Testimony and evidence must be directed toward the criteria described by staff or other criteria in the plan or land use regulation which you believe apply to the decision.

*There was no public testimony.*

- e. Mayor Griffith closed the public hearing.
- f. Council Consideration: Motion by Councilor Patton, seconded by Councilor Dirksen, to adopt Ordinance No. 02-20.

ORDINANCE NO. 02-20 - AN ORDINANCE CONCERNING THE VACATION OF APPROXIMATELY 1,181.6 SQUARE FEET OF PUBLIC RIGHT-OF-WAY ON SW DARTMOUTH STREET, IN THE CITY OF TIGARD, WASHINGTON COUNTY, OREGON (VAC2001-00003).

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

7. CONSIDER ORDINANCE AMENDING ORDINANCE NO. 96-09 EXHIBIT "A" (PURCHASING RULES) TO ALLOW DESIGN/BUILD OR CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CM/GC) CONTRACTS

- a. Finance Director Craig Prosser introduced this agenda item. Buyer Terry Muralt presented the staff report, which is on file in the City Recorder's office. Staff clarified for Mayor Griffith that the provisions of the ordinance would be applicable for any City project, not just the new library.

Finance Director noted there was a typographical error in section 35.020 (3). The word "by" in the second line should be changed to read "but."

- b. Council Consideration: Motion by Councilor Moore, seconded by Councilor Patton, to adopt Ordinance NO. 02-21.

ORDINANCE NO. 02-21 - AN ORDINANCE AMENDING ORDINANCE 96.09 EXHIBIT "A" (PURCHASING RULES) TO ALLOW DESIGN/BUILD OR CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CM/GC) CONTRACTS

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

8. CONSIDER ORDINANCE UPDATING TITLE 15.04, STREETS AND ALLEY EXCAVATIONS, OF THE TIGARD MUNICIPAL CODE

- a. Project Engineer Greg Berry presented the staff report, which is on file in the City Recorder's office. The proposed amendments to the ordinance would result in the following revisions:



- (1) Responsibility for administering the chapter would be reassigned from the Public Works Director to the City Engineer to reflect the current administrative structure of the City.
- (2) To ensure that adequate fees and security have been provided, permits would be issued on an annual basis only if the work is subject to a franchise agreement.
- (3) The maximum permitted widths of driveways have been increased. The maximum driveway width for a commercial driveway would be increased from thirty feet to forty feet to better accommodate trucks with trailers. The maximum width of residential driveways would be increased from twenty-six feet to thirty feet for houses with three or more garages.
- (4) The penalty for violation of the chapter has been revised so that it is consistent with other chapters of the Code.

In response to a question from Mayor Griffith, Mr. Berry explained under what circumstances a 40-foot driveway would be permitted. Mr. Berry clarified that fees are charged for permits issued under this section of the Municipal Code. A new sliding-scale fee schedule is being prepared by staff. Some minor work may be exempted from a fee.

- b. Council Consideration: Motion by Councilor Moore, seconded by Councilor Patton, to adopt Ordinance No. 02-22.

ORDINANCE NO. 02-22 - AN ORDINANCE AMENDING CHAPTER 15.04, STREET AND ALLEY EXCAVATIONS, OF THE TIGARD MUNICIPAL CODE

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

9. COUNCIL LIAISON REPORTS: None

10. NON AGENDA ITEMS: None

11. EXECUTIVE SESSION: Not held.

12. ADJOURNMENT: 8:14 p.m.

Attest:

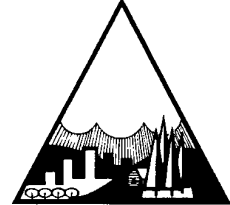
\_\_\_\_\_  
Catherine Wheatley, City Recorder

\_\_\_\_\_  
Mayor, City of Tigard

Date: \_\_\_\_\_

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**MEMORANDUM  
CITY OF TIGARD, OREGON**



**TO:** Mayor and Council  
**FROM:** Greer Gaston  
**DATE:** May 29, 2002  
**SUBJECT:** Three-Month Council Calendar

Regularly scheduled Council Meetings are marked with an asterisk (\*).

**June**

11 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session
18 *	Tues	Council Workshop Meeting – 6:30 p.m.
25 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session

**July**

4	Thurs	July 4 <sup>th</sup> Holiday - City Offices Closed
9 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session
16 *	Tues	Council Workshop Meeting – 6:30 p.m.
23 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session

**August**

13 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session
20 *	Tues	Council Workshop Meeting – 6:30 p.m.
27 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session

Tigard City Council  
Tentative Agenda

<b>6/18/02 - Workshop</b>	<b>6/25/02 - Business TV     Jim-Greeter</b>	<b>7/9/02 - Business TV     -Greeter</b>
<b>Due: 6/4/02 @ 5 p.m.</b>	<b>Due: 6/11/02 @ 5 p.m.</b>	<b>Due: 6/25/02 @ 5 p.m.</b>
<b>Workshop Topics</b>	<b>Study Session</b>	<b>Study Session</b>
<b>* Mayor GRIFFITH Not Present *</b>	Exec Session - Current/Potential Litigation -	<b>* Councilor DIRKSEN Not Present *</b>
Water Rate Adjustment-3 Year Plan- Dennis- 20 min	Tom - 20 min	<b>* City Manager Monahan Not Present*</b>
Review of Water Supply Options - Ed/Dennis- 30 min		
Update - Downtown/Commuter Rail Plan - Jim H - 30 min		
Discussion of Washington County/Tigard Cooperative Projects with Kathy Lehtola (Cathy to do Blue Sheet)	<b>Consent Agenda</b>	<b>Consent Agenda</b>
	Issuance of General Obligation Bancroft: Bonds to Finance Assessment Contracts for Property Owners in the 69th Ave LID - <b>RES</b> -Craig	
	Appointments to the Budget Committee & Library Board - Susan	
	<b>Business Meeting</b>	<b>Business Meeting</b>
	Indonesia Workplan - Formal Signing - Loreen & Liz - 5 min	Dept. Overview - Police - Ron - 30 min.
	TMC - Civil Infractions & Appeals to Hearings Officer - <b>ORD</b> - Nadine - 15 min	Library Bond Issuance Resolution Craig (Blue sheet after election known)
	Cultural Institutions Zone Ordinance Amend- ment - <b>PH (Leg)</b> - <b>ORD</b> - Brad - 15 min	Rescind Chapter 11.05 of TMC - Residual
	Water Rate Adjustment - 3 Year Plan - <b>RES</b> - Dennis - 15 min	Solid Waste- <b>PH</b> - <b>ORD</b> - Tom - 15 min
	AT&T Merger with Comcast - <b>ORD</b> - Liz - 5 min	
	Update - Skateboard Park Task Force - Dan P. & School Dist. Rep. - 30 min	
SI = standing item		
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Tigard City Council  
Tentative Agenda

7/16/02 - Workshop	7/23/02 - Business TV -Greeter	8/13/02 - Business TV -Greeter
Due: 7/2/02 @ 5 p.m.	Due: 7/9/02 @ 5 p.m.	Due: 7/30/02 @ 5 p.m.
<b>Workshop Topics</b>	<b>Study Session</b>	<b>Study Session</b>
<b>* Councilor DIRKSEN Not Present *</b>	<b>* Councilor DIRKSEN Not Present *</b>	
Review Council Groundrules (SI) - Cathy/Bill - 10 min.	Update on Randall Grant Program - Liz - 10 min	
Washington Square Funding Strategy/Implementation Program - Barbara/Jim - 30 min		
Affordable Housing Plan Update - Barbara/Duane - 20 min	<b>Consent Agenda</b>	<b>Consent Agenda</b>
	Council Goal Update (SI) - <b>BLUE SHEET</b>	
	<b>Business Meeting</b>	<b>Business Meeting</b>
	Amendments to Development Code on Mixed Use Residential - <b>PH-QJ-ORD</b> -Julia -30 min	Summerlake Park Master Plan Approval - Dan - 20 min
	Park Master Plan Acceptance - Dan - 20 min	Balloon Festival Update?
SI = standing item		
I:/adm/greer/tentatv ag/tentative.xls		

AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Adopting a Resolution Regarding Employer Payment of Employees PERS Contributions for Sworn Personnel in the Police Management Group

PREPARED BY: Sandy Zodrow DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

ISSUE BEFORE THE COUNCIL

Should the City of Tigard adopt a resolution as required by the Public Employees Retirement System (PERS) for the purposes of Internal Revenue Code Section 414(h) to pay or assume the mandatory 6% employee contributions to PERS as allowed by ORS 238.205 for the sworn personnel in the Police Management Group

STAFF RECOMMENDATION

Adopted the resolution as required by PERS

INFORMATION SUMMARY

The City of Tigard adopted a new collective bargaining agreement with the Tigard Police Officers Association which provided for the City to begin picking up the 6% sworn employee portion of the PERS contribution effective January 1, 2002 for its members. On May 6, 2002, the City Council discussed the matter of extending this same condition to the sworn Personnel in the Management Group who are also covered under PERS, with an effective date of July 1, 2002. In order to implement this change, PERS requires that the City adopt a specific resolution to that effect, which is attached for Council's approval.

OTHER ALTERNATIVES CONSIDERED

Not applicable

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Not applicable

ATTACHMENT LIST

Resolution

FISCAL NOTES

Expenditures to implement the proposed resolution have been included in the FY 02-02 budget

CITY OF TIGARD, OREGON

RESOLUTION NO. 02-\_\_\_\_\_

A RESOLUTION ADOPTING EMPLOYER PAYMENT OF EMPLOYEE'S PERS CONTRIBUTIONS  
FOR SWORN PERSONNEL IN THE POLICE MANAGEMENT GROUP

---

WHEREAS, the City of Tigard is a participating employer of the Public Employees Retirement System with the PERS employer number of #2295, and

WHEREAS, the City of Tigard intends to provide retirement benefits for qualifying sworn Police Management under Oregon Revised Statute 238.205, and

WHEREAS, the City of Tigard intends to pay or assume the employee contributions to PERS as allowed under Oregon Revised Statute 238.205, and

WHEREAS, the employment payment of employee contributions is also known as, and is reported as "Employer Paid Pre-Tax" contributions, or "EPPT", to PERS, then

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: In addition to the City of Tigard employer contributions, the City of Tigard shall hereby pay or assume the mandatory 6% employee contributions to PERS for the sworn personnel in the Police Management Group to be effective July 1, 2002, as allowed by ORS 238.205.

SECTION: This resolution becomes effective July 1, 2002.

PASSED: This \_\_\_\_\_ day of \_\_\_\_\_ 2002.

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Mayor - City of Tigard

ATTEST:

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City Recorder - City of Tigard

RESOLUTION NO. 02 - \_\_\_\_



AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Approval of a Cost of Living Adjustment for Management/Supervisory/Confidential Group Employees effective July 1, 2002

PREPARED BY: Sandy Zodrow DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

ISSUE BEFORE THE COUNCIL

Should the Council approval an annual cost of living salary adjustment for Management/Supervisory/Confidential Group Employees to be effective July 1, 2002

STAFF RECOMMENDATION

Approve a 3.5% cost of living adjustment for this group effective July 1, 2002

INFORMATION SUMMARY

Approximately 80 employees belong to the Management/Supervisory/Confidential Employees Group and are not represented by a collective bargaining agreement. Each fiscal year the City Council considers and makes a determination on a cost of living increase (COLA) for this group of employees to be effective July 1. The last COLA adjustment made for this group was July 1, 2001. The City will extend a 3.5% increase to both the Tigard Police Officers Association (TPOA) and the SEIU Local 503/OPEU Local 199 effective July 1, 2002. A cost of living adjustment assists the City in maintaining a competitive market position with regard to its salary plan. Council has previously discussed this matter on May 6, 2002.

OTHER ALTERNATIVES CONSIDERED

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Offering a competitive salary assists in recruiting and retaining qualified employees, which in turn provides a competent workforce who are charged with developing and implementing many of the Vision Goals and Objectives.

ATTACHMENT LIST

Management/Supervisory/Confidential Group Pay Plan to be adjusted per Council direction

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FISCAL NOTES

Funds are available in the FY 02-03 Budget

CITY OF TIGARD, OREGON

RESOLUTION NO. 02-\_\_\_\_\_

A RESOLUTION TO APPROVE A COST OF LIVING ADJUSTMENT FOR THE MANAGEMENT/SUPERVISORY/CONFIDENTIAL GROUP EMPLOYEES EFFECTIVE JULY 1, 2002

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WHEREAS, the City Council last adopted a cost of living adjustment effective July 1, 2001 for the Management/Supervisory/Confidential Group Employees;

WHEREAS, the Management/Supervisory/Confidential Group Employees are not represented by a collective bargaining agreement;

WHEREAS, the City Council previously discussed this matter at a May 6<sup>th</sup> meeting;

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The current salary schedule for Management/Supervisory/Confidential Group Employees be increased by a cost of living adjustment of 3.5% effective July 1, 2002.

SECTION 2: This resolution shall become effective July 1, 2002.

PASSED: This \_\_\_\_\_ day of \_\_\_\_\_ 2002.

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Mayor - City of Tigard

ATTEST:

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City Recorder - City of Tigard

RESOLUTION NO. 02 -\_\_

AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF 6-11-02

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE National Gang Violence Conference

PREPARED BY: Ricky S. Rhodes DEPT HEAD OK WR CITY MGR OK WR

ISSUE BEFORE THE COUNCIL

Approval for the Tigard Police Gang Officer to attend the National Gang Violence Conference in Anaheim, Ca.

STAFF RECOMMENDATION

Staff recommends approval of this training conference so that our gang officer will have the most up-to-date available information regarding violent gangs and to learn effective tactics for dealing with them.

INFORMATION SUMMARY

As a result of our recent rash of gang related violent crimes, and the necessity to have more resources brought to bear on the problem, the Tigard Police Department has officially become a member of the Interagency Gang Enforcement Taskforce (IGET). The gangs we have been dealing with are a very violent group associated with several Southern California gangs. This group has been actively involved all over Washington County and have settled into Tigard. The entire IGET group was scheduled to attend this training, prior to our involvement, and it is described as the premier gang training being offered in the United States. This training will be critical for our gang officer in identifying gang-related groups, and in his decision making process for how best to deal with them.

OTHER ALTERNATIVES CONSIDERED

At this time, no other gang training or conference is being offered.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

This training is consistent with our Public Safety category.

FISCAL NOTES

Total Cost is \$995.70 which includes tuition, lodging, travel and food. As a result of Ofc. Passadore's reassignment to IGET from the Special Investigations Unit, the funds budgeted for his training in SIU can be redirected to cover the cost of this conference.

Payment forthcoming \_\_\_\_\_

## CITY OF TIGARD TRAVEL/TRAINING AUTHORIZATION

Authorization # TA	
NAME TONY PASSADORF	DEPT ACCT.# 1120
DPST# 33482	JOB TITLE DETECTIVE
EXT. # 207	
Title of Training NATIONAL GANG VIOLENCE CONFERENCE	
Mandatory Training? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Budgeted Item? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>PURPOSE OF TRIP</b> (Complete Conference/Workshop/Meeting agendas MUST be attached to each TA submitted) TO OBTAIN THE MOST CURRENT INFORMATION REGARDING GANGS, GANG TRENDS, INVESTIGATION AND INFORMATION-GATHERING TECHNIQUES, AS WELL AS NETWORKING WITH GANG ENFORCEMENT PERSONNEL FROM ACROSS THE COUNTRY. <i>TONY HAS RECENTLY BEEN ASSIGNED TO THE COUNTY WIDE GANG TASK FORCE AND NEEDS TO RECEIVE THIS TRAINING. THE REST OF THE GANG TEAM IS ALSO ATTENDING. LT RHODEY</i>	
<b>TRAINING DATES</b> From: 7/8/02 To: 7/12/02	
<b>LOCATION</b> City: ANAHEIM State: CALIFORNIA	
<b>REGISTRATION</b>	
Vendor CGIA <b>Mailing Address</b> PMB 331 / 5942 EDINGER, STE #113 <b>City/State/Zip</b> HUNTINGTON BEACH, CA 92649 <b>Phone #</b> 888-229-2442	<b>Costs</b> \$ 225.00 <input checked="" type="checkbox"/> Mail Check <input type="checkbox"/> Hold For Employee <input type="checkbox"/> Reimburse
<b>BOOKS/MATERIALS</b>	
Vendor <b>Mailing Address</b> <b>City/State/Zip</b> <b>Phone #</b>	<b>Costs</b> \$ <input type="checkbox"/> Mail Check <input type="checkbox"/> Hold For Employee <input type="checkbox"/> Reimburse
<b>LODGING</b>	
<b>Dates to stay:</b> 7/8/02 to 7/12/02 <b>Daily rate (incl tax):</b> 105.80	
Vendor ANAHEIM MARRIOTT HOTEL <b>Mailing Address</b> 700 CONVENTION WAY <b>City/State/Zip</b> ANAHEIM, CA 92802 <b>Phone #</b> 800-228-9290 <b>Confirmation #</b> 84252809	<b>Costs</b> \$ 423.20 <input type="checkbox"/> Mail Check <input checked="" type="checkbox"/> Hold For Employee <input type="checkbox"/> Reimburse
<b>TRANSPORTATION</b>	
Vendor UNITED AIRLINES <b>Mailing Address</b> <b>City/State/Zip</b> <b>Phone #</b>	<b>Costs</b> \$ 217.50 <input type="checkbox"/> Mail Check <input checked="" type="checkbox"/> Hold For Employee <input type="checkbox"/> Travel Agency to bill City of Tigard
<b>PER DIEM/MEALS</b>	
<b>Costs:</b> \$ 130.00 <input checked="" type="checkbox"/> Advance <input type="checkbox"/> Reimburse	
<b>MILEAGE</b> _____ miles @ 31¢ per mile	
<input type="checkbox"/> Advance <input type="checkbox"/> Reimburse	
By signing this travel authorization, I agree to reimburse the City of Tigard any excess amount advanced. I authorize the City to deduct any outstanding advance from my paycheck, if repayment is not made.	
Employee <i>[Signature]</i> Human Resources Director	Date 5-9-02
Supervisor <i>[Signature]</i> City Manager	Date 5-13-02
Dept. Head <i>[Signature]</i>	Date 5/24/02
City Council	Date

travng.dot

MAY 15 1 07 PM '02

AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE FBI National Academy

PREPARED BY: Ron Goodpaster DEPT HEAD OK RGA CITY MGR OK UAA

ISSUE BEFORE THE COUNCIL

To approve the funding necessary to send Lt. Darwin DeVeney to the 11-week FBI National Academy in Virginia.

STAFF RECOMMENDATION

Staff recommends approval of this training.

INFORMATION SUMMARY

The FBI National Academy is the premier professional law enforcement training academy in the country. At this Academy Lt. DeVeney will receive management, administration, and leadership training, as well as information on the future of law enforcement, current issues and new legal options and labor law. Lt. DeVeney would also benefit tremendously from the conversations with other supervisors from around the country regarding their operations. This Academy works off of an extensive waiting list that Lt. DeVeney has been on for approximately 4 years. Having him attend this academy would be a tremendous advantage to the Police Department. We are in the process of replacing both captains and have recently replaced a lieutenant. This type of training is critical to the future of the organization. The only other Department member that is a graduate of the FBI Academy is the Police Chief.

OTHER ALTERNATIVES CONSIDERED

No other Academy of this caliber is available in the nation.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

This training is consistent with our *Public Safety* category.

ATTACHMENT LIST

Training request.

FISCAL NOTES

Money to cover this academy training is available in the existing budget in the Administrative and Support Services Divisions. The money was specifically budgeted for FBI training. The money budgeted for FBI training exceeds this request and leaves approximately \$670 for additional FBI training.

# CITY OF TIGARD TRAVEL/TRAINING AUTHORIZATION

Authorization # TA

NAME Darwin V. DeVeney	DPSST#11965	DEPT ACCT. # 10-1120	JOB TITLE Lieutenant	EXT. # 242
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<b>PURPOSE OF TRIP</b> (Complete Conference/Workshop/Meeting agendas MUST be attached to each TA submitted) Attend F.B.I. National Academy 210th Session. This is a highly intensified command training school that will enhance my ability to provide leadership and develop my technical and operational skills.	<b>TRAINING DATES</b> From: 07/07/02 To: 09/13/02  <b>LOCATION</b> City: Quantico State: Virginia
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## REGISTRATION

<b>Vendor</b> Federal Bureau of Investigation/attn:Brenda Hamann	<b>Costs</b> \$ 160.00  <input type="checkbox"/> Mail Check <input checked="" type="checkbox"/> Hold For Employee <input type="checkbox"/> Reimburse
<b>Mailing Address</b> 1500 SW 1st ave.	
<b>City/State/Zip</b> Portland, OR 97223	
<b>Phone #</b> (503) 552-5339	

## BOOKS/MATERIALS

<b>Vendor</b> F.B.I. (Academy Uniforms)	<b>Costs</b> \$ 400.00  <input type="checkbox"/> Mail Check <input checked="" type="checkbox"/> Hold For Employee <input type="checkbox"/> Reimburse
<b>Mailing Address</b>	
<b>City/State/Zip</b>	
<b>Phone #</b>	

## LODGING

<b>Dates to stay:</b> n/a to		<b>Daily rate</b> (incl tax):	
<b>Vendor</b>	<b>Costs</b> \$ 0  <input type="checkbox"/> Mail Check <input checked="" type="checkbox"/> Hold For Employee <input type="checkbox"/> Reimburse		
<b>Mailing Address</b>			
<b>City/State/Zip</b>			
<b>Phone #</b>			
<b>Confirmation #</b>			

## TRANSPORTATION

<b>Vendor</b>	<b>Costs</b> \$ 0  <input type="checkbox"/> Mail Check <input type="checkbox"/> Hold For Employee <input type="checkbox"/> Reimburse
<b>Mailing Address</b>	
<b>City/State/Zip</b>	
<b>Phone #</b>	

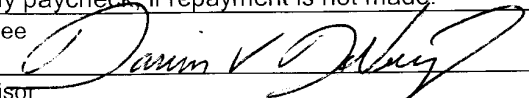
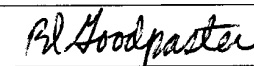
## PER DIEM/MEALS

**Costs:** \$ 570.00 (19days) ☒ Advance ☐ Reimburse

## MILEAGE n/a miles @ 36.5¢ per mile

☐ Advance ☐ Reimburse

By signing this travel authorization, I agree to reimburse the City of Tigard any excess amount advanced. I authorize the City to deduct any outstanding advance from my paycheck, if repayment is not made.

Employee 	Date <u>5/22/02</u>	Dept. Head 	Date <u>5/24/02</u>
Supervisor	Date	City Manager	Date





U.S. Department of Justice

Federal Bureau of Investigation

In Reply, Please Refer to  
File No.

P.O. Box 709  
Portland, Oregon 97207

April 30, 2002

Mr. Ron Goodpaster  
Chief of Police  
Tigard Police Department  
Tigard, Oregon 97223

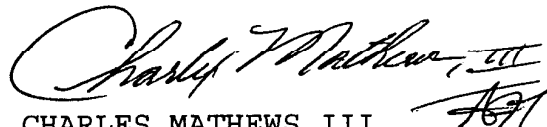
Re: Lt. Darwin DeVeney  
Candidate, 210th Session, FBI National Academy  
July 7 - September 13, 2002

Dear Chief Goodpaster:

I am indeed pleased to extend an invitation to Lt. Darwin DeVeney to attend the next session of the FBI National Academy. We look forward to having him in attendance. If circumstances have arisen which will preclude your candidate from attending this session, please inform SA Stanley Suenaga, telephone number (503) 552-5342, as soon as possible.

Lieutenant DeVeney should have already received a set of FBI National Academy general instructions and course registration forms. Please ensure that these registration forms have been completed and submitted to your local FBI representative.

Sincerely,

  
CHARLES MATHEWS III  
Special Agent in Charge

cc: Lt. DeVeney

## I. MISSION OF THE FBI NATIONAL ACADEMY PROGRAM

To support, promote, and enhance the personal and professional development of experienced law enforcement officers by providing relevant education and training and to increase their information networks in order to prepare them for increasingly complex and dynamic leadership roles in the law enforcement community.

### GOALS AND OBJECTIVES

1. To promote more effective cooperation among law enforcement agencies in the United States and the rest of the free world by:
  - a. providing the FBI National Academy Program to selected law enforcement officers,
  - b. supporting the activities of the National Academy Associates and other worthy programs, and
  - c. publishing materials which address important issues within the law enforcement community.
2. To provide an institutional environment that fosters continual personal and professional growth and development by providing:
  - a. positive lifestyle modification,
  - b. informal networking
  - c. exposure to outstanding resource persons, and
  - d. access to modern library and computer facilities.
3. To prepare further selected law enforcement personnel for leadership roles within their profession by providing instruction in the:
  - a. management of personnel,
  - b. management of resources,
  - c. directing of organizational operations,
  - d. understanding of related community components to enhance the delivery of law enforcement services,
  - e. analysis and evaluation of organizational efficiency and effectiveness, and the
  - f. analysis of trends affecting the future of law enforcement.
4. To develop further advanced technical and operational skills by providing instruction in:
  - a. case management,
  - b. forensic science
  - c. interpersonal communications
  - d. training methodologies, and
  - e. tactics, operations, and officer survival techniques.

The philosophy of the National Academy Program is a holistic one in that a healthy lifestyle and physical fitness are stressed along with academic achievement.

## IX. MAIL

Officers attending the Academy may receive their mail by having it addressed to them in care of the FBI National Academy, Quantico, Virginia 22135. It is suggested that your box number be added to this address when you are assigned to a specific P.O. Box.

## X. TELEPHONE

Each dormitory room is equipped with a telephone. Students may make calls from the room; however, a credit card or calling card is necessary for making long distance calls.

## XI. FINANCIAL CONSIDERATIONS

There are no charges for tuition, books, or equipment used. Meals, lodging, and laundry services are also furnished without cost. Personal expenses such as costs of toilet articles, snacks, and the like must be borne by the officer.

All students are required to pay a \$160 assessment fee (\$125 for international students) which takes care of various expenses while at the Academy. A breakdown of these expenses will be given when the students arrive.

The Academy social program offers a wide variety of extracurricular activities which are an essential part of the enrichment of a police officer's experience at the National Academy. It is, therefore, recommended that an attendee's agency provide some financial assistance for its candidate to fully participate in the National Academy program.

Additionally, various wearing apparel, memorabilia and souvenirs are available for purchase by the student at the Academy.

### Summary of Expenses

Academy Uniforms	\$ 400.00 (approximate)
Student Assessment	160.00 (domestic students)
Student Assessment	125.00 (international students)

## XII. CONDUCT AND DISCIPLINE

The rules of conduct for those attending the Academy will be similar to the rules you are required to follow in your own department, and are the same rules the Special Agents

AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Architectural Engineering Services for HVAC Modification Project for City Hall

PREPARED BY: Arnie Manzano DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

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ISSUE BEFORE THE COUNCIL

Shall the Local Contract Review Board award the contract to EESI, for the amount of \$25,930.00, to provide Architectural/Engineering Services for the Design-Phase I, Bidding Process-Phase II & Construction-Phase III of the HVAC Modification Project for Tigard City Hall.

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STAFF RECOMMENDATION

Staff recommends that the Local Contract Review Board award the Architectural Engineering Services contract to EESI in the amount of \$25,930.00.

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INFORMATION SUMMARY

In the FY 2001/02 Budget, \$216,000.00 was allocated for the City Hall HVAC Modification Project. At the beginning of the budget year, staff was directed to hold these funds in reserve. A few months ago, staff was directed to proceed with this project. Staff advertised in the Daily Journal of Commerce a Request for Proposal for Architectural/Engineering Services for the HVAC Modification Project for Tigard City Hall on April 24, 2002. A mandatory Pre-Proposal Conference was held on May 7, 2002 with thirteen persons attending, representing twelve Architectural Engineering Firms. Five responsive Architectural Engineering Proposals were received on May 16, 2002.

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OTHER ALTERNATIVES CONSIDERED

- ◆ Reject staff recommendation and award contract to the second-ranked responsible proposer.
- ◆ Reject staff recommendation and award contract to the third-ranked responsible proposer.
- ◆ Reject staff recommendation and re-advertise for proposals.

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VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEG

This project is part of the on going effort by the City to improve, modify and/or replace the existing old & outdated or non-working HVAC Systems – to promote & maintain an environmentally-safe & efficient facility for City staff and citizens.

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ATTACHMENT LIST

1. Architectural Engineering Services Ranking Summary.
2. Architectural Engineering Services Fees (Fixed Fees & Reimbursables) Summary.

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FISCAL NOTES

Funds in the amount of \$216,000 were appropriated for this project in fiscal year 2001-02. The Budget Committee for fiscal year 2002/03 approved funds in the amount of \$262,500 for the construction phase of this project.

CH HVAC MODIFICATION PROJECT-A/E SERVICES RANKING SUMMARY					
FIRM>>>>>>>>> CRITERIA	R & W Eng'g., Inc.	EESI	Gold Eng'g., Inc.	Glumac International	McCann Eng'g.
Detailed knowledge & understanding of the scope of this project.(20 Pts.Max.)	19	20	17	18	16
Timing for meeting specific deadlines of the project.(10 Pts. Max.)	10	10	10	10	10
Project approach.(10 Pts. Max.)	10	10	10	10	9
Prior experience in similar projects.(10 Pts. Max.)	10	10	8	8	7
Qualifications of personnel assigned to this project.(10 Pts. Max.)	10	10	10	10	10
Organization & completeness of the proposal.(10 pts. Max.)	10	10	8	9	7
The committee's feeling of ability to work with the firm.(20 Pts. Max.)	20	20	20	20	20
Cost (hourly rates) (10 Pts.Max.)	6	8	10	7	10
TOTAL POINTS = (100 Pts.Max.)	95	98	93	92	89
RANK =	2	1	3	4	5

CITY OF TIGARD  
RFP - A&E SERVICES HVAC MODIFICATION PROJECT FOR  
TIGARD CITY HALL

FEE SCHEDULE

Phase		R & W Engineering, Inc.	EESInc.	Gold Engineering, Inc.	Glumac International	McCann Engineering
1	A/E Services/Fixed Fees Design Services/Fixed Total Amount:	\$19,196.00	\$17,920.00	\$15,560.00	\$19,250.00	\$17,468.00
	Reimbursable (Cost Estimates)	\$ 152.00	\$ 980.00	\$ 400.00	\$	\$ .00
2	A/E Services/Fixed Fees Building: Support Services/Fixed Total Amount:	\$ 4,205.00	\$ 1,720.00	\$ 720.00	\$ 1,530.00	\$ 3,162.00
	Reimbursable (Cost Estimates)	\$ 342.00	\$ 120.00	\$ .00	\$	\$ .00
3	A/E Services/Fixed Fees Construction: Support Services/Fixed Total Amount:	\$ 6,202.00	\$ 4,950.00	\$ 4,320.00	\$ 4,430.00	\$
	Reimbursable (Cost Estimates)	\$ 132.00	\$ 240.00	\$ .00	\$	\$ .00
	TOTAL FIXED FEE	\$29,603.00	\$24,590.00	\$20,600.00	\$25,210.00	\$20,630.00
	TOTAL REIMBURSABLE (EST.)	\$ 626.00	\$ 1,340.00	\$ 400.00	\$ 4,006.00	\$ .00
	GRAND TOTAL	\$30,229.00	\$25,930.00	\$21,000.00	\$29,216.00	\$20,630.00

AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE FY 2002-03 Capital Improvement Program

PREPARED BY: A.P. Duenas DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

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ISSUE BEFORE THE COUNCIL

Adoption of the FY 2002-03 Capital Improvement Program and approval of the FY 2002-03 projects.

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STAFF RECOMMENDATION

Staff recommends that City Council, by motion, adopt the FY 2002-03 Capital Improvement Program and projects as described in the attached memorandum dated May 23, 2002 with appendices A through H.

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INFORMATION SUMMARY

Attached is a memorandum dated May 23, 2002 outlining the FY 2002-03 Capital Improvement Program (CIP). This memorandum, with appendices, presents the recommended projects for FY 2002-03 and a tentative list of projects for the following four years. The FY 2002-03 CIP was presented to the Budget Committee on May 13, 2002, and to the the Planning Commission at its meeting on May 20, 2002. The Planning Commission recommended approval of the proposed program with minor revisions as recommended by the City Engineer. The The Budget Committee review resulted in additional revisions. The FY 2002-03 CIP, with all revisions incorporated, is submitted to City Council for review and approval. The adopted program would be the City's Capital Improvement Program for FY 2002-03.

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OTHER ALTERNATIVES CONSIDERED

Adopt the FY 2002-03 CIP with further modifications.

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VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

The FY 2002-03 CIP supports the Tigard Beyond Tomorrow Transportation and Traffic goals of "Improve Traffic Safety" and "Improve Traffic Flow."

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ATTACHMENT LIST

Memorandum dated May 23, 2002 with appendices A through H outlining the FY 2002-03 Capital Improvement Program.

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FISCAL NOTES

The FY 2002-03 CIP system amounts are based on the Finance Director's funding projections for FY 2002-03.



**Engineering Department**  
*Shaping A  
Better Community*

## **MEMORANDUM**

### **CITY OF TIGARD**

**13125 SW Hall Blvd  
Tigard, OR 97223  
Phone (503) 639-4171  
Fax (503) 624-0752**

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**TO:** City Council

**FROM:** Agustin P. Duenas, P.E.  
City Engineer

**DATE:** May 23, 2002

**SUBJECT:** FY 2002-03 Capital Improvement Program

This document presents the proposed FY 2002-03 Capital Improvement Program (CIP) for review and approval. The proposed CIP was presented to the Budget Committee on May 13, 2002, and to the Planning Commission on May 20, 2001 for review and recommendation to City Council. The Planning Commission approved the FY 2002-03 CIP as submitted with revisions as recommended by the City Engineer. This document reflects those revisions and the revisions approved by the Budget Committee on May 20, 2002.

#### **Background**

The Capital Improvement Program includes improvements to the streets, storm drainage, sanitary sewer, water, parks, and city facilities systems. The Engineering Department manages the street, storm drainage, and sanitary sewer CIP's. The Public Works Department manages the Water System CIP, the Parks CIP is managed jointly by the Public Works, Community Development and Engineering Departments, and the City Facilities System is jointly managed by the Engineering and Public Works Departments.

The Capital Improvement Program is reviewed and approved each year by the City Council. The CIP formulation is now integrated into the budget formulation process and is approved as part of the City's overall budget together with the annual operating budget. The program submitted to the City's Budget



Committee, the Planning Commission and City Council is a 5-year program with the first year's program described in detail. While the program lists projects for subsequent fiscal years, the projects shown are tentative and are subject to change during the formulation process for each specific budget year. The CIP, through the adoption process, establishes the budget for the upcoming fiscal year and serves as a planning document to guide the infrastructure improvements over the following 4 years. During each budget year's update, the revenue estimates are adjusted, the project cost estimates are reviewed, and the program and project priorities are re-evaluated based on changes in City plans, citizen input, and additional data which may become available.

## **Process**

The Capital Improvement Program update process begins with citizen involvement through the Citizen Involvement Teams. To ensure coordination with the annual operating budget process, the CIP formulation needs to begin late each calendar year for the following fiscal year, which begins July 1<sup>st</sup> of the next calendar year. This is a change from the former process which typically began early in the calendar year for the fiscal year beginning July of that same calendar year. Hence, the CIP overview was presented during the November 2001 CIT meeting. The CIT meeting in December provided the CIT members with the opportunity to provide input into the process and to nominate projects for evaluation and possible inclusion into the program. The final meeting in January 2002 completed the CIT process for the FY 2002-03 CIP. The next step in the process is presentation of the CIP package of projects to the City's Budget Committee. The FY 2002-03 CIP Budget presentation to the Budget Committee was conducted on May 13, 2002.

The Planning Commission review typically provides another opportunity for public comment on the proposed plan. The FY 2002-03 CIP Budget was presented to the Planning Commission at its meeting on May 20, 2002. After review by the Planning Commission, the plan with subsequent modifications, if any, is submitted, with Commission recommendation, to the City Council for review and approval. Council may make additional modifications to the plan during its review and approval process. The approved plan would be the approved Capital Improvement Program for the next fiscal year.

The following summarizes the program update for the 2002-03 budget year. It is important to note that each funding source has restrictions on the types of projects that can be constructed. Projects cannot be moved from one funding source to another. The specific lists of projects and funding requirements are contained in the appendices associated with each of the program areas.

## **2002-03 CAPITAL IMPROVEMENT PROGRAM**

### **STREET SYSTEM PROGRAM**

The Street System Program contains projects to construct, maintain, and improve Tigard's street system. Projects are accounted for in the State Gas Tax Fund, the Traffic Impact Fee Fund, the Urban Services Fund, the Underground Utility Fund, the Dartmouth LID Fund and the Wall Street LID CIP Fund.

#### *State Gas Tax Fund*

State gas tax revenue can be used for upgrading the collector and local streets within Tigard, without restriction. This revenue is limited, however, and is not sufficient to fund all the street improvement needs of the City. There was a substantial decrease in projected funding available for FY 2001-02 in comparison to previous fiscal years. The total amount available for the CIP was \$207,000, which included traffic calming, reconstruction, preventative and corrective maintenance, and installation of traffic control devices. The amount available for FY 2002-03 is at a higher level because of a larger beginning fund balance. However, as expenses increase and operational costs rise, the amount available for projects will continue to decrease in the coming years. The state gas tax fund will soon cease to be a viable source of funding for street-related maintenance projects.

#### *Traffic Impact Fee Fund*

Traffic Impact Fee (TIF) funding can be used only for highway and transit capital improvements that provide additional capacity to major transportation systems. This funding is limited to major collector and arterial streets, and 50% must be spent on arterial streets. The transportation planning effort for the City was recently completed with the adoption of the Tigard Transportation System Plan. There will not be sufficient funding in the TIF Fund, however, to complete all the projects that are envisioned over the next 5 to 10 years.

#### *Dartmouth LID Fund*

The Dartmouth LID Fund was established to account for the construction of a local improvement district (LID) on Dartmouth Street. The source of funding is assessments against benefiting properties within the LID.

#### *Wall Street LID/CIP Fund*

The design and construction of Wall Street from Hall Boulevard to Hunziker Street is proposed for funding through formation of a local improvement district (LID) supplemented by Traffic Impact Fee funding for engineering design and construction management. The entire project is anticipated to span several fiscal years. The Preliminary Evaluation Report for the proposed LID has been presented to City Council. Council has authorized the preparation of the Preliminary Engineer's Report, as the next step in the process to determine if the LID should be formed.

#### *Urban Services Fund*

The Urban Services Fund was established to track revenues and expenses associated with the provision of services in the areas outside the City limits but within Tigard's urban services area. Tigard provides current planning, development review, and other services in this area under contract with Washington County. The City collects building and planning-related fees to pay for these services. In addition, the County pays the City to provide major road maintenance.

#### *Underground Utility Fund*

This fund receives payments from developers in lieu of installing utilities underground. Funds are then used to place utilities underground typically in conjunction with major roadway projects.

#### *Traffic Impact Fee – Urban Services*

These are Traffic Impact Fees collected within the Urban Services Area. At the time Walnut Island and ancillary islands were annexed into the City, County officials authorized the use of County TIF funds collected within the Urban Services area for TIF-eligible improvements to the major roads within the annexed areas. Those major roads were not transferred to the City as part of the annexation. The jurisdictional transfer occurred later through City Council request by resolution and County Board of Commissioners action to approve the transfer.

The following are brief descriptions of the street projects proposed for FY 2002-03.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Embedded Crosswalk Lights</b>	State Gas Tax	\$25,000

Embedded crosswalk lights were installed at the intersection of 121<sup>st</sup> Avenue and Springwood Drive in FY 2001-02. This year's program includes installation of crosswalk lights at the Milton Court/Bonita Road intersection. This installation is to be performed in conjunction with the development of Bonita Park west of and immediately adjacent to Milton Court. The crosswalk lights should enhance safe crossing of Bonita Road at that intersection for those that wish to use the new park.

<b>Pavement Major Maintenance Program (PMMP)</b>	State Gas Tax	\$135,000
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This is a program of corrective and preventative maintenance on all paved streets in Tigard. It addresses those streets that can still benefit from corrective or preventative action. Because of limited funding, only a few streets are included in the FY 2002-03 program. Streets proposed to receive overlays include Johnson Street (between Grant Avenue and Highway 99W), North Dakota Street (between 121<sup>st</sup> Avenue and 115<sup>th</sup> Avenue), North Dakota Street (between existing bridge and Tiedeman Avenue), School Street (from Grant Avenue to end), Rose Vista Drive (between 121<sup>st</sup> Avenue and Gaarde Street), and Bonita Road near the Fanno Creek Bridge. Other streets may be added to this list and the amount set aside for the PMMP would be increased with a corresponding reduction in the amounts set aside for other projects funded by the Gas Tax Fund.

<b>Traffic Calming Program</b>	State Gas Tax	\$10,000
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This program provides funding for traffic calming measures Citywide. In the last few years, much of the funding was used to place speed humps on streets that clearly demonstrated the need for installation of these traffic-calming devices. A portion of this fund is used on a 50-50 cost sharing basis with residents for placement of speed humps on streets that do not make the implementation list. The program for FY 2002-03 includes speed humps on Park Street (between 110<sup>th</sup> Avenue and Watkins Avenue), 100<sup>th</sup> Avenue (between Murdock & Inez Street), 130<sup>th</sup> Avenue (south of Hawksbeard Street), and re-installation of speed humps on North Dakota Street (between 121<sup>st</sup> Avenue and 115<sup>th</sup> Avenue) after pavement overlay is completed on that street. Other streets may be added depending upon neighborhood interest and the street ranking in the speed hump criteria rating system.

<b>72<sup>nd</sup> Avenue Railroad Approaches (south of Kable Lane)</b>	State Gas Tax	\$30,000
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<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
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The City has been partnering with Portland Western Railroad, Inc. to repair deteriorated railroad crossings Citywide. The first joint project was the repair of the railroad crossing at Main Street just north of the Tigard Street intersection.

This is another joint project between the City and Portland Western Railroad to repair the badly deteriorated crossing at 72<sup>nd</sup> Avenue. This project will remove and replace the existing rails, the existing aggregate base and asphaltic concrete (AC) pavement at the railroad crossing. The City will pay for the construction of the roadway approaches. Portland-Western will pay for the improvements to the actual crossing and manage the project.

<b>North Dakota Street Bridge</b>	State Gas Tax	\$65,000
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The North Dakota Street bridge is too narrow to safely pass pedestrian and vehicular traffic simultaneously. This project will construct a pedestrian bridge on the south side of the existing bridge. The new bridge will be pre-fabricated timber with a width of 8 feet and an approximate length of 60 feet.

<b>Mapleleaf Street</b>	State Gas Tax	\$65,000
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This project will widen the existing pavement on the north side of Mapleleaf Street (east of 72<sup>nd</sup> Avenue) to the standard width of a typical local street and extend the existing curb to 72<sup>nd</sup> Avenue.

<b>Walnut Terrace (65<sup>th</sup> Avenue to 69<sup>th</sup> Avenue)</b>	State Gas Tax	\$60,000
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This project will pave the existing gravel road and install curbs and gutters on the street to provide efficient drainage flow for the area. Design and construction of this project will include storm drainage improvements to be funded under the Storm Drainage Major Maintenance Program.

<b>North Dakota Street (Greenburg Road to 95<sup>th</sup> Avenue)</b>	State Gas Tax	\$120,000
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North Dakota Street between Greenburg Road and 95th Avenue is in need of reconstruction. The pavement surface is badly damaged and cannot be corrected through pavement overlay. This project will reconstruct the existing aggregate base and AC pavement, install curb and gutter for proper drainage, and construct sidewalk on both sides of the street. The implementation of this project may be spread over two fiscal years with the priority being given to the PMMP requirements during the coming fiscal year.

<b>Gaarde Street Improvements Phase 2</b>	Traffic Impact Fee	\$1,600,000
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<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
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The improvement of Gaarde Street between Walnut Street and Highway 99W is addressed in two phases. The first phase of the project between Walnut Street and the Quail Hollow subdivision is identified as Gaarde Street Improvement Phase 1. Construction of the first phase was completed in August 2001. The second phase of the project is the widening of Gaarde Street between 121st Avenue and Highway 99W. This project includes installation of a new traffic signal at the Gaarde Street/121st Avenue intersection and improvement of the 121st Avenue approach north of the intersection. Construction of Gaarde Street Phase 2 begins in the spring of 2003 and is scheduled to be completed by the end of calendar year 2003.

<b>Burnham Street (Design and Right-of-Way)</b>	Traffic Impact Fee	\$30,000
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The design of this project is approximately 75% completed. The project has been put on hold at the 75% stage until a unified vision of the Tigard downtown is developed and a consensus on elements that would be incorporated in the street is reached. The design consultant is in the process of completing the design documents for submittal to the City. The funding provided is to demolish and remove two existing houses on two parcels purchased as part of the rights-of-way acquisition for this project and to pay for any remaining design costs not completed and paid for during FY 2001-02.

<b>121<sup>st</sup> Avenue Design and Right-of-Way</b>	Traffic Impact Fee	\$300,000
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121st Avenue between Gaarde and Walnut Street will be designed for widening to the ultimate width of a collector street. The preliminary design was initiated in FY 2001-02. The design and some right of way acquisition will be completed in FY 2002-03. The ROW acquisition will be supplemented by funding from the TIF-Urban Services Fund. Construction and the remaining right-of-way acquisition will be programmed in future budgets.

<b>Walnut Street Design and Right-of-Way</b>	Traffic Impact Fee	\$300,000
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Walnut Street between 121<sup>st</sup> and Tiedeman Avenues will be designed for widening to the ultimate width of a collector street. The preliminary design was initiated in FY 2001-02. The design and some right of way acquisition will be completed in FY 2002-03. . The ROW acquisition will be supplemented by funding from the TIF-Urban Services Fund. Construction and the remaining right-of-way acquisition will be programmed in future budgets.

<b>Durham Road Signalization</b>	Traffic Impact Fee	\$150,000
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Traffic on 98th Avenue attempting to turn left on Durham Road typically experiences excessive delay. This project will install a traffic signal at the intersection to provide safe turning movements at that intersection. The funding is carried over from FY 2001-02 to complete the project in the fall of 2002.

<b>Greenburg Road Improvements (Washington Square Drive to Tiedeman)</b>	Traffic Impact Fee	\$745,000
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<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
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This project improves Greenburg Road from Washington Square Drive to Tiedeman Avenue. The bulk of the work will be to widen Greenburg Road between the Highway 217 overcrossing and Tiedeman Avenue to a 5-lane facility. The completed improvements would enhance movement into and out of the Washington Square Regional Center. The project design and land acquisition are funded through the Priorities 2000 & 2002 MTIP funds in the amount of \$660,000 with Tigard providing matching funds of \$85,000. The amount of \$745,000 reflects the entire amount needed for the project (both federal funding and the local matching funds). The project agreement with ODOT and Washington County is expected to be executed in the next two to three months.

<b>Preventative Maintenance-Urban Services Area</b>	Urban Services	\$50,000
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These preventative maintenance projects are funded by Washington County for slurry seals and overlays on County Roads covered under the Urban Services Agreement.

<b>Bull Mountain/Roshak Road Intersection Improvement Project</b>	TIF - Urban Services	\$150,000
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This project is the widening of the intersection to enhance safety at that location. This project provides turning lanes for safer turning movements, and includes minor underground drainage work, but is not major reconstruction and expansion of that intersection. This project has been proposed to and approved in concept by Washington County. Implementation is dependent upon approval by the County to use Urban Services TIF funds for the project.

<b>121<sup>st</sup> Avenue Rights-of-Way Acquisition</b>	TIF-Urban Services	\$100,000
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The engineering design and limited rights-of-way acquisition for the 121<sup>st</sup> Avenue Improvements (Walnut Street to Gaarde) is funded under the City TIF funds. This funding allocation is to supplement the City TIF funds with County TIF funds collected within the Urban Services Area in the acquisition of rights-of-way needed for the project.

<b>Walnut Street Rights-of-Way Acquisition</b>	TIF-Urban Services	\$100,000
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The engineering design and limited rights-of-way acquisition for the Walnut Street Improvements (121<sup>st</sup> Avenue to Tiedeman) is funded under the City TIF funds. This funding allocation is to supplement the City TIF funds with County TIF funds collected within the Urban Services Area in the acquisition of rights-of-way needed for the project.

<b>Gaarde Street Phase 2</b>	TIF-Urban Services	\$500,000
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This is to supplement the construction of the Gaarde Street Phase 2 Improvements. The construction will be funded from City TIF funds with contribution from the Urban Services TIF.

<b>Gaarde Street Improvements Phase 2</b>	Underground Utilities	\$100,000
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Project	Funding Source	Amount
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This is to partially fund the undergrounding of electrical and other utilities in the project to improve Gaarde Street between 121<sup>st</sup> Avenue and Highway 99W. The underground utility fund is used to place utilities underground and is typically applied to undergrounding of utilities in the City's major street improvement projects.

<b>Dartmouth LID</b>	Dartmouth LID	\$9,281
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The funding allocated in FY 2002-03 is intended to pay for any further expenses arising from the LID formed to construct improvements on Dartmouth Street.

<b>Wall Street LID</b>	Wall Street LID/CIP	\$2,000,000
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The total amount needed for the Wall Street Improvements from Hall Boulevard to Hunziker is substantially more than the amount shown above. The amount requested for FY 2002-03 is the amount anticipated to be needed for the next fiscal year. The Traffic Impact Fee provides \$300,000 for engineering design costs and will be transferred into the Wall Street LID CIP Fund. The balance will come through formation of a Local Improvement District to perform the project improvements.

The requested amount is allocated as follows:

Engineering Design:	\$300,000
ROW Acquisition:	\$900,000
Construction:	\$800,000

<b>Total Streets System Program Budget</b>	<b>\$6,644,281</b>
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### PARKS SYSTEM PROGRAM

The Parks System Program contains land acquisitions for new or expanded parks and open spaces and improvements to existing parks. The primary source of funding for these projects is the Parks SDC Fund, which will be renamed the Parks CIP fund for FY 2002-03. The Metro Greenspaces Fund, the Parks Levy Improvement Fund, and the Tree Replacement Fund provide additional funding. The funding available from these funds are transferred into the Parks CIP fund for implementation of the projects in the CIP.

#### *Parks CIP (formerly Parks SDC)*

The Parks CIP fund is the City's primary and most consistent funding source for park improvements. The amounts available from the various other parks-related funds will be consolidated under this fund. The fee schedule was adopted in 1996 and applies to new development within the incorporated area. The City Council is currently considering an increase to the Parks SDC fee schedule. In order to charge a Parks SDC in the Urban Services area, the City must obtain specific legal authority from the County. The City has had discussions with the County on obtaining this legal authorization, but to date has not yet obtained it. In combination with development activity, Council's decisions regarding fee levels and the County's attitude toward an Urban Services SDC will determine how much in SDC funding will be available for future park improvements.

#### *Park Levy Improvement Fund*

The Park Levy Improvement Fund was established to account for funds for a park property tax levy. That levy is no longer in existence, so funds represent unspent balance of those funds. In addition, the City received a donation from the estate of a local resident to build a butterfly path in Cook Park. This gift was placed in this fund. The City plans to phase this fund out. Funds will be transferred to the Parks SDC fund to provide funding for projects in FY 2002-03.

#### *Metro Greenspaces Fund*

The Metro Greenspaces Fund is used for purchases of open spaces using Tigard's share of the Metro Open Spaces, Parks, and Streams bond proceeds. Funds are provided on a reimbursement basis and can only be used for purchase of open spaces and limited capital improvements.

#### *Tree Replacement Fund*

Developers in Tigard are required to protect as many trees as possible when property is developed. They are given the option, however, when it is not feasible to protect all trees, to pay a fee to the City. This fee is used to plant trees in other areas of the City requiring more trees. These fees are accounted for in the Tree Replacement Fund.

The following are the proposed projects for FY 2002-03.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Cook Park Expansion</b>	Parks CIP	\$650,000
<b>Land Acquisition</b>	Parks CIP	\$100,000
<b>Park Development</b>	Parks CIP	\$100,000
<b>Skateboard Park (Acquisition/Design) Minimum 3-acre site</b>	Parks SDC	\$200,000
<b>Bonita Park Development Local Matching Funds</b>	Parks CIP	\$19,700
<b>Bonita Park Playfield, Playground and Basketball Court (CDBG Grant)</b>	Parks CIP	\$140,400

This is to develop Bonita Park adjacent to Milton Court. The future park is anticipated to include a playfield, playground and basketball court. The primary source of funding is a Community Development Block Grant acquired through Washington County supplemented with local matching funds and funding through the Street System Program for a crosswalk lighting system installation on Bonita Street at the Milton Court intersection.

<b>Fanno Creek Trail Land Acquisition/Land Development - Grant to Main Street (ORPD Grant)</b>	Parks CIP	\$50,000
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<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Fanno Creek Trail Land Acquisition/Land Development - Grant to Main Street (SDC Match)</b>	Parks CIP	\$50,000
<b>Woodard Park Shelter</b>	Parks CIP	\$46,000
This project is carried forward from FY 2001-02.		
<b>Woodard Park Playground Phase II Installation</b>	Parks CIP	\$50,000
<b>Summerlake Park Development (dog area/parking)</b>	Parks CIP	\$50,000
<b>Greenspace Land Acquisition Capital Project Parks</b>	Parks CIP	\$50,000
	Parks CIP	\$20,000
<b>Tree Planting Expense (Transferred from the Tree Replacement Fund)</b>	Parks CIP	\$50,000
<b>Total Parks System Program Budget</b>		<b>\$1,530,100</b>

### **SANITARY SEWER SYSTEM PROGRAM**

The Sanitary Sewer System Program contains projects to construct, maintain, and improve the sanitary sewer system in Tigard. The Clean Water Services Agency of Washington County (CWS) and the City of Tigard have entered into an agreement for cooperative operation of the Sanitary Sewer System. The City owns, maintains and operates the system within certain limits in a defined service area under that agreement with CWS. Projects are accounted for in the Sanitary Sewer Fund.

#### *Sanitary Sewer Fund*

The Sanitary Sewer Fund resources are reserved for maintenance repairs on currently unknown projects, for capacity upgrades as recommended from the CWS Master Plan, and for the Neighborhood and Commercial Area Sewer Extension Programs. The unrestricted portion of the Sanitary Sewer Fund can be used for repair and maintenance projects Citywide and for extension of the existing system to unsewered areas. The establishment of the 5-year Citywide Sewer Extension Program by City Council provides for the installation of sewer service to all developed but unserved areas Citywide. The funding for these projects will be recouped through the formation of reimbursement districts for the installation of the sewer lines.

The following projects are proposed for FY 2002-03.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Bonita Road (at Milton Court)</b>	Sanitary Sewer	\$150,000

This project is to replace approximately 250 feet of 8-inch sanitary sewer pipe that crosses Fanno Creek at Milton Court. This project was completely designed and sent out to bid last year. However, due to excessively high bids submitted at the bid opening, all bids were rejected by the City. This project was rebid in April 2002 with bid opening in early May. The low bid received was relatively close to the Engineer's estimate and the project award will be scheduled for early June 2002. The pipe has been repaired temporarily to address problems that could arise prior to construction.

<b>Citywide Sewer Extension Program</b>	Sanitary Sewer	\$2,000,000
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The Neighborhood Sewer Extension Program has been a highly successful program commencing with its implementation in the 1996-97 CIP budget year. In mid-2001, Council approved the Citywide Sewer Extension Program to extend sewers to all unserved areas Citywide. FY 2001-02 was the first year of the 5-year program. The projected number of new services at the end of FY 2001-02 is 120 installed through formation of five reimbursement districts.

FY 2002-03 projects will include formation of districts to provide an estimated 130 services to existing homes. To encourage early connections, City Council established the Neighborhood Sewer Reimbursement District Incentive Program. This program limits the amount any owner is required to pay for a share of the public sewer to \$6,000 up to a maximum of \$15,000 if the connection is completed within the first three years after construction.

<b>Sanitary Sewer Major Maintenance Program</b>	Sanitary Sewer	\$80,000
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These funds would be used to contract out sewer repair projects that are beyond the repair capabilities of the Public Works Department. This program is expected to be a continuing program in future years. The Sanitary Sewer Major Maintenance Program in FY 2002-03 will include projects at various locations in the City.

<b>110<sup>th</sup> Avenue (at Derry Dell Creek)</b>	Sanitary Sewer	\$70,000
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This project will relocate an existing pipe that runs in the back of two private properties on 110<sup>th</sup> Avenue. The grade of the existing pipe is extremely poor and there is evidence of severe bellying. The existing pipe will be abandoned and the new pipe will be bored under the creek.

<b>Total Sanitary Sewer System Program Budget</b>		<b>\$2,300,000</b>
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### **STORM DRAINAGE SYSTEM PROGRAM**

The Storm Drainage System Program contains projects to construct, maintain, and improve the storm drainage system in Tigard. The Clean Water Services Agency of Washington County (CWS) regulates

the storm drainage system, but Tigard owns, maintains and operates the system within the City limits. Projects are funded from the Storm Sewer Fund and the Water Quality/Quantity Fund.

#### *Storm Sewer Fund*

The Storm Sewer Fund CIP is supported from storm drainage charges and Systems Development Charges (SDCs). SDC funds must be used for projects designated in the CWS master plan.

### *Water Quality/Quantity Fund*

Water Quality/Quantity fees are collected by the City on certain development activities in the City. These charges, which were instituted by CWS, are used to fund offsite surface water system improvements, water quality enhancement projects, and capacity improvements to the storm drainage system.

The proposed projects for CIP Fiscal Year 2002-03 are as follows:

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Storm Drainage Major Maintenance Program</b>	Storm Sewer	\$100,000

This program addresses minor storm drainage problems requiring more than normal maintenance effort. This year's program includes drainage improvements on Commercial Street between 95<sup>th</sup> Avenue and Main Street, Walnut Terrace, and other projects at various locations in the City.

<b>Storm Drain Pipe Rehabilitation</b>	Storm Sewer	\$100,000
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The City currently has approximately 4,300 feet of storm drain pipes that are under capacity and consist of failing pipe materials. This project will rehabilitate 1,200 feet of existing pipes by methods of pipe bursting or lining.

<b>Summer Lake Improvements</b>	Water Quality/Quantity	\$25,000
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This funding continues the progress on the project in accordance with Council direction. Flow monitoring and other related studies will be performed to provide information on the feasibility of the option recommended for this project.

<b>Tiedeman and 130<sup>th</sup> Bridge Wetland Mitigation Monitoring</b>	Water Quality/Quantity	\$2,500
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This continues the requirement to monitor the mitigation plantings on the Tiedeman and 130<sup>th</sup> Avenue bridges. The Corps of Engineers requires a 5-year monitoring period. This would be the fourth year of the monitoring service.

<b>Fanno Creek Trail Wetland Monitoring</b>	Water Quality/Quantity	\$4,500
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For construction of Fanno Creek trails, the permit issued by DSL requires that the mitigation area be monitored for a period of three years, while the Corps of Engineers requires a five-year monitoring period. The project reports are prepared by a consultant who monitors the survival rate of mitigation plantings. The first monitoring reports were submitted to DSL and the Corps of Engineers in December 2001.

<b>Total Storm Drainage System Program</b>	<b>\$232,000</b>
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## CITY FACILITIES SYSTEM PROGRAM

The City Facilities System Program contains projects to maintain, improve or expand general purpose city facilities (such as City Hall) or facilities which do not fit into any of the other CIP Programs (such as the Library). Funding for these projects come from the General Fund or from the Facility Fund.

### *General Fund*

The General Fund supports CIP projects of a general nature or which serve operations budgeted in the General Fund. The primary source of revenue is the property tax.

### *Facility Fund*

The Facility Fund provides funding for major capital projects supporting General Fund programs. The primary sources of revenues for this fund are transfers from the General Fund or donations for specific projects.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>HVAC Replacement @ City Hall</b>	General	\$262,500
This project will replace the HVAC System in City Hall.		
<b>City Hall HVAC Modification &amp; Cleaning</b>	General	\$10,000
This project was authorized in FY 2001-02 but will be postponed until the new HVAC system is installed in City Hall.		
<b>Office Renovation – Burnham/Ash Bldg</b>	General	\$43,750
<b>Energy Conservation Improvements @ City Hall</b>	General	\$20,000
<b>New Library Design and Land Acquisition</b>	Facility	\$3,750,000

This project is under development and involves the design of the new library and land acquisition costs for the new library site. The amounts set aside for the next fiscal year are design costs, bond issuance costs, land acquisition costs and initiation of construction. The amounts are allocated as follows:

- Bond Issuance: \$250,000
- Land Acquisition: \$2,500,000
- Construction: \$1,000,000

<b>Total City Facilities System Program Budget</b>	<b>\$4,076,250</b>
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## WATER SYSTEM PROGRAM

The Water System Program contains projects designed to maintain and improve the Tigard water system. The Tigard water system provides water to portions of the City of Tigard, the cities of King City and Durham, and an unincorporated area under the jurisdiction of the Tigard Water District. All of these entities are represented on the Intergovernmental Water Board which approves the capital program for the system. Projects are accounted for in the Water Fund, the Water SDC Fund, and the Water CIP Fund.

### *Water Fund*

The Water Fund is the primary operating and maintenance fund of the water system. Revenues come from water sales and connection fees. This fund supports operations and major capital maintenance and some system improvements not eligible for funding from Systems Development Charges (SDC's).

### *Water SDC Fund*

The Water SDC Fund accounts for the improvement portion of Systems Development Charges (SDC's) charged to new development. Money in this fund can only be used for improvements to or expansion of the current water system needed to support new customers.

### *Water CIP Fund*

The Water CIP Fund is presently reserved for projects to develop a new long-term water supply for the system. This fund was initially created when the City was exploring the Willamette River as a water supply option. That option is no longer being explored. Money in this fund is therefore being held as a reserve to pay for whatever long-term supply option is ultimately selected.

The following are the water system projects proposed for FY 2002-03.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Meter Replacements</b>	Water	\$40,000

This is the fifth year of a program to replace all 1 1/2-inch and larger meters. The results have shown that changing out the existing meters can increase water revenues by 10%.

<b>Replacement of defective or malfunctioning 5/8" x 3/4" and 1" meters</b>	Water	\$15,000
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The average material cost of \$50 per meter is used for budgetary purposes.

<b>Meter Installations</b>	Water	\$60,000
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The average material cost of \$150 per meter is used for budgetary purposes.

<b>Water Service Installations</b>	Water	\$10,000
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<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
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Beginning in FY 2000-01, new subdivisions and commercial projects that did not require direct taps into City water mains for new water services are required to install their own services. This requirement is standard practice in most cities and water districts and allows the City to focus on routine and preventative maintenance of the water system. The City does install services for a single lot or a single service that requires this direct tap. This budgeted amount should be sufficient to cover the costs of these taps.

<b>Regulator Installations</b>	Water	\$8,000
<b>Fire Hydrant Installation/Replacement</b>	Water	\$100,000

This is an ongoing program to replace the old style Pacific States fire hydrants with new hydrants. The average cost for each installation is \$2,500.

<b>2-inch Line Replacements</b>	Water	\$60,000
<b>Gaarde Street Phase 2 Waterline Relocation</b>	Water	\$200,000
<b>SCADA System</b>	Water	\$175,000
<b>Menlor Pump Station (includes SDC transfer of \$394,875)</b>	Water	\$675,000
<b>Security Vulnerability Evaluation and Upgrades</b>	Water	\$30,000
<b>Water Main Oversizing Program</b>	Water SDC	\$50,000

This project will pay for oversizing water mains in new developments.

<b>Secure 550-foot Reservoir (2 sites)</b>	Water SDC	\$350,000
<b>Aquifer Storage and Recovery (pilot test)</b>	Water CIP	\$85,000

The pilot test spans two fiscal years. This amount is to be carried over to FY 2002-03.

<b>Aquifer Storage and Recovery (ASR) Phase 2</b>	Water CIP	\$370,000
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The City is currently in the second year of conducting a feasibility study to determine if ASR is a viable solution to meet interim water supply needs. Phase 2 includes permitting and obtaining water rights, wellhead modifications, and an ASR pilot test.

<b>Water Supply-Feasibility Report “Clean Water Services-Scoggins Dam Raise”</b>	Water CIP	\$80,000
<b>Bull Run Regional Authority-Phase II Report</b>	Water CIP	\$25,000

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>JWC-Raw Water Pipeline Pre-design</b>	Water CIP	\$85,000
<b>JWC-Fernhill Reservoir Pre-design</b>	Water CIP	\$25,000
<b>Total Water System Program Budget</b>		<b>\$2,443,000</b>

### **UNFUNDED PROJECTS**

The failure of Ballot Measure 34-20 in the November 2000 election means that no funding is available to construct some greatly needed street reconstruction and expansion projects during the next few years. In addition, the State Gas Tax has not been increased during the past decade. The amount available from those revenues for corrective and preventative maintenance is not sufficient to adequately address the \$2 million dollar backlog of maintenance needs. As operating and materials costs increase, the net amount available from the Gas Tax Fund for maintenance projects is expected to decrease each year.

Attached is Appendix G showing the preventative/corrective maintenance funding requirements, and the major street projects that will not have adequate funding over the next few years.

### **APPENDICES**

- Appendix A: *Street System Program*
- Appendix B: *Park System Program*
- Appendix C: *Sanitary Sewer System Program*
- Appendix D: *Storm Drainage System Program*
- Appendix E: *City Facilities System Program*
- Appendix F: *Water System Program*
- Appendix G: *Unfunded Projects*
- Appendix H: *2001-02 Capital Improvement Program with Appendices A through G only*

c: William A. Monahan, City Manager  
 Craig Prosser, Finance Director  
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 Jim Hendryx, Community Development Director  
 Vannie T. Nguyen, CIP Division Manager

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## STREET SYSTEM PROGRAM

PROJECT	City TIF	Gas Tax	LID Funding	County Funds		Underground Utility	Federal Funding STIP	Total Costs
				Road/URMD	County TIF			
FY 2002-03								
Gaarde Street Improvements Phase 2	\$1,600,000				\$500,000	\$100,000		\$2,200,000
121st Avenue Design and ROW	\$300,000							\$300,000
Walnut Street Design And ROW	\$300,000							\$300,000
121st Avenue ROW					\$100,000			\$100,000
Walnut Street ROW					\$100,000			\$100,000
Burnham Street (Design and ROW)	\$30,000							\$30,000
Durham Road Signalization	\$150,000							\$150,000
Greenburg Road (Washington Square Drive to Tiedeman Avenue)	\$85,000						\$660,000	\$745,000
69th Avenue LID			\$0					\$0
Dartmouth Street LID			\$9,281					\$9,281
Wall Street LID			\$2,000,000					\$2,000,000
Embedded Crosswalk Lights		\$25,000						\$25,000
Pavement Major Maintenance Program		\$135,000						\$135,000
Traffic Calming Program		\$10,000						\$10,000
72nd Avenue Railroad Approaches		\$30,000						\$30,000
North Dakota Street Pedestrian Bridge		\$65,000						\$65,000
Mapleleaf Street		\$65,000						\$65,000
Walnut Terrace		\$60,000						\$60,000
North Dakota Street (Greenburg to 95th)		\$120,000						\$120,000
County Roadway Maintenance Projects					\$50,000			\$50,000
Bull Mountain/Roshak Road Intersection					\$150,000			\$150,000
Totals for FY 2002-03	\$2,465,000	\$510,000	\$2,009,281	\$50,000	\$850,000	\$100,000	\$660,000	\$6,644,281
FY 2003-04								
Walnut Street Utility Undergrounding	\$470,000					\$80,000		\$550,000
Gaarde Street Improvements Phase 2	\$500,000							\$500,000
Walnut Street and 121st Avenue ROW	\$500,000				\$500,000			\$1,000,000
Pavement Major Maintenance Program		\$100,000						100000
Wall Street LID			\$1,300,000					1300000
Traffic Calming Program		\$10,000						10000
County Roadway Maintenance Projects					\$50,000			50000
Totals for FY 2003-04	\$1,470,000	\$110,000	\$1,300,000	\$50,000	\$500,000	\$80,000		\$3,510,000

## STREET SYSTEM PROGRAM

PROJECT	City TIF	Gas Tax	LID Funding	County Funds		Underground	Federal Funding	Total Costs
				Road/URMD	County TIF	Utility	STIP	
FY 2004-05								
Walnut Street ROW and Construction	\$1,783,000							\$1,783,000
Wall Street LID			\$2,500,000					
Traffic Studies		\$30,000						30000
Pedestrian Improvements		\$50,000						50000
Pavement Major Maintenance Program		\$100,000						100000
Traffic Calming Program		\$10,000						10000
County Roadway Maintenance Projects				\$50,000				50000
Underground Utility Reserve for future projects						\$80,000		80000
Totals for FY 2004-05	\$1,783,000	\$190,000	\$2,500,000	\$50,000		\$80,000		\$4,603,000
FY 2005-06								
Walnut Street Construction Completion	\$600,000							\$600,000
Wall Street LID			\$1,200,000					
Pedestrian Improvements		\$30,000						30000
Pavement Major Maintenance Program		\$100,000						100000
Traffic Calming Program		\$10,000						10000
County Roadway Maintenance Projects				\$50,000				50000
Underground Utility Reserve for Future Projects						\$160,000		160000
Totals for FY 2005-06	\$600,000	\$140,000	\$1,200,000	\$50,000		\$160,000		\$2,150,000
FY 2006-07								
121st Avenue Utility Undergrounding	\$250,000					\$240,000		\$490,000
Scoffins/Hall/Hunziker Intersection Realignment Design	\$125,000							
Locust Street Design (Hall to Greenburg)	\$125,000							
Pedestrian Improvements		\$30,000						30000
Pavement Major Maintenance Program		\$100,000						100000
Traffic Calming Program		\$10,000						10000
County Roadway Maintenance Projects				\$50,000				50000
Totals for FY 2006-07	\$500,000	\$140,000		\$50,000		\$240,000		\$930,000

**Note: The City TIF funds will be reimbursed by MSTIP 3 for Walnut Street Phase 2 in accordance with the IGA with Washington County. The reimbursement begins in FY 2002-03 and is included in the TIF Project amounts above.**

## PARKS SYSTEM PROGRAM

PROJECT	Parks CIP	Greenspaces	General Fund	Park Levy	Tree Fund	Donations	Total
<b>FY 2002-03</b>							
Cook Park Expansion	\$650,000						\$650,000
Land Acquisition	\$100,000						\$100,000
Park Development	\$100,000						\$100,000
Skateboard Park (Acquisition/Design)	\$200,000						\$200,000
Woodard Park Shelter	\$46,000						\$46,000
Bonita Park Development (Local Matching Funds)	\$19,700						\$19,700
Bonita Park Playfield, Playground and Basketball Court (CDBG Grant)	\$140,400						\$140,400
Fanno Creek Trail Land Acquisition/Land Development - Grant to Main Street (ORPD Grant)	\$50,000						\$50,000
Fanno Creek Trail Land Acquisition/Land Development - Grant to Main Street (SDC Match)	\$50,000						
Woodard Park Playground Phase II Installation	\$50,000						
Summerlake Park Development (dog area/parking)	\$50,000						
Greenspace Land Acquisition	\$50,000						
Capital Project Parks	\$20,000						
Tree Planting Expense (transferred from the Tree Replacement Fund)	\$50,000						
<b>Totals for FY 2002-03</b>	<b>\$1,576,100</b>						<b>\$1,576,100</b>
<b>FY 2003-04</b>							
Summerlake Master Plan	\$490,000						\$490,000
<b>Totals for FY 2003-04</b>	<b>\$490,000</b>						<b>\$490,000</b>

## PARKS SYSTEM PROGRAM

PROJECT	Parks CIP	Greenspaces	General Fund	Park Levy	Tree Fund	Donations	Total
<b>FY 2004-05</b>							
Hall/Bonita Trail	\$416,000						\$416,000
<b>Totals for FY 2004-05</b>	<b>\$416,000</b>						<b>\$416,000</b>
<b>FY 2005-06</b>							
Bonita Road/Durham Trail	\$415,000						\$415,000
<b>Totals for FY 2005-06</b>	<b>\$415,000</b>						<b>\$415,000</b>
<b>FY 2006-07</b>							
Jack Park Land Acquisition	\$450,000						\$450,000
<b>Totals for FY 2006-07</b>	<b>\$450,000</b>						<b>\$450,000</b>

## SANITARY SEWER SYSTEM PROGRAM

PROJECT	Sanitary Sewer Fund
<b>FY 2002-03</b>	
Bonita Road (at Milton court)	\$150,000
Sanitary Sewer Major Maintenance	\$80,000
Citywide Sewer Extension Program	\$2,000,000
110th Avenue (at Derry Dell Creek)	\$70,000
<b>Total for FY 2002-03</b>	<b>\$2,300,000</b>
<b>Fy 2003-04</b>	
Sanitary Sewer Major Maintenance	\$80,000
Citywide Sewer Extension Program	\$2,000,000
<b>Totals for FY 2003-04</b>	<b>\$2,080,000</b>
<b>FY 2004-05</b>	
Sanitary Sewer Major Maintenance	\$80,000
Citywide Sewer Extension Program	\$2,000,000
<b>Totals for FY 2004-05</b>	<b>\$2,080,000</b>
<b>FY 2005-06</b>	
Sanitary Sewer Major Maintenance	\$80,000
Citywide Sewer Extension Program	\$1,000,000
<b>Totals for FY 2005-06</b>	<b>\$1,080,000</b>
<b>FY 2006-07</b>	
Sanitary Sewer Major Maintenance	\$80,000
Citywide Sewer Extension Program	\$1,000,000
<b>Totals for FY 2006-07</b>	<b>\$1,080,000</b>

## STORM DRAINAGE SYSTEM PROGRAM

PROJECT	Storm Sewer Fund	Water Quality Fund	Total Costs
<b>FY 2002-03</b>			
Storm Drainage Major Maintenance Program	\$100,000		\$100,000
Storm Drain Pipe Rehabilitation	\$100,000		\$100,000
Summer Lake Improvements		\$25,000	\$25,000
Tiedeman and 130th Bridge Wetland Mitigation Monitoring		\$2,500	\$2,500
Fanno Creek Trail Wetland Monitoring		\$4,500	\$4,500
<b>Total for FY 2002-03</b>	<b>\$200,000</b>	<b>\$32,000</b>	<b>\$232,000</b>
<b>FY 2003-04</b>			
CWS Master Plan Projects		\$40,000	\$40,000
Storm Drain Pipe Rehabilitation	\$40,000		\$40,000
Storm Drainage Major Maintenance	\$60,000		\$60,000
<b>Totals for FY 2003-04</b>	<b>\$100,000</b>	<b>\$40,000</b>	<b>\$140,000</b>
<b>FY 2004-05</b>			
CWS Master Plan Projects		\$40,000	\$40,000
Public Facility Plan Projects	\$80,000		\$80,000
Storm Drainage Major Maintenance	\$60,000		\$60,000
<b>Totals for FY 2004-05</b>	<b>\$140,000</b>	<b>\$40,000</b>	<b>\$180,000</b>
<b>FY 2005-06</b>			
CWS Master Plan Projects		\$40,000	\$40,000
Public Facility Plan Projects	\$140,000		\$140,000
Storm Drainage Major Maintenance	\$40,000		\$40,000
<b>Totals for FY 2005-06</b>	<b>\$180,000</b>	<b>\$40,000</b>	<b>\$220,000</b>
<b>FY 2006-07</b>			
CWS Master Plan Projects		\$40,000	\$40,000
Public Facility Plan Projects	\$200,000		\$200,000
Storm Drainage Major Maintenance	\$40,000		\$40,000
<b>Totals for FY 2006-07</b>	<b>\$240,000</b>	<b>\$40,000</b>	<b>\$280,000</b>

## CITY FACILITIES SYSTEM PROGRAM

PROJECT	General Fund	Facility Fund	Total Project Cost
<b>FY 2002-03</b>			
Replacement of HVAC System in City Hall	\$262,500		\$262,500
City Hall HVAC Modification and Cleaning		\$10,000	\$10,000
Office Renovation - Burnham/Ash Bldg	\$43,750		\$43,750
Energy Conservation Improvements @ City Hall	\$20,000		\$20,000
New Library (Bond Issuance, Design, Land Acquisition and Initial Construction)		\$3,750,000	\$3,750,000
<b>Totals for FY 2002-03</b>	<b>\$326,250</b>	<b>\$3,760,000</b>	<b>\$4,086,250</b>
<b>FY 2003-04</b>			
HVAC Replacement - Senior Center	\$165,000		
Seismic Upgrade - Police Department	\$40,000		
Seismic Upgrade - Senior Center	\$40,000		
New Library (Construction)		\$7,308,000	\$7,308,000
<b>Totals for FY 2003-04</b>	<b>\$245,000</b>	<b>\$7,308,000</b>	<b>\$7,553,000</b>
<b>FY 2004-05</b>			
New Library Construction		\$2,932,000	\$2,932,000
Renovation of City Hall and Old Library Buildings		\$500,000	\$500,000
HVAC Replacement - Existing Library	\$260,000		\$260,000
Seismic Upgrade - City Hall	\$50,000		\$50,000
<b>Totals for FY 2004-05</b>	<b>\$310,000</b>	<b>\$3,432,000</b>	<b>\$3,742,000</b>
<b>FY 2005-06</b>			
Renovation of City Hall and Old Library Buildings		\$500,000	\$500,000
HVAC Replacement - Water Building		\$360,000	
<b>Totals for FY 2005-06</b>		<b>\$4,292,000</b>	<b>\$4,292,000</b>

## CITY FACILITIES SYSTEM PROGRAM

PROJECT	General Fund	Facility Fund	Total Project Cost
<b>FY 2006-07</b>			
Miscellaneous City facility projects	\$250,000	\$200,000	<b>\$450,000</b>
Seismic Upgrade - Senior Center	\$40,000		\$40,000
<b>Totals for FY 2006-07</b>	<b>\$290,000</b>	<b>\$200,000</b>	<b>\$490,000</b>



## WATER SYSTEM PROGRAM

PROJECT	Water Fund	Water SDC	Water CIP	Total Project Cost
<b>FY 2002-03</b>				
<b>Meter Replacements.</b> This is the fifth year of a program to replace all 1 1/2-inch and larger meters. The results have shown that changing out the existing meters can increase water revenues by 10%.	\$40,000			\$40,000
<b>Replacement of defective or malfunctioning 5/8" x 3/4" and 1" meters.</b>	\$15,000			\$15,000
<b>Meter Installations.</b> The average material cost of \$150 per meter is used for budgetary purposes.	\$60,000			\$60,000
<b>Water Service Installations.</b> Beginning in FY 2000-01, new subdivisions and commercial projects that did not require direct taps into City water mains for new water services are required to install their own services. This requirement is standard practice in most cities and water districts and allows the City to focus on routine and preventative maintenance of the water system. The City does install services for a single lot or a single service that requires this direct tap. This budgeted amount should be sufficient to cover the costs of these taps.	\$10,000			\$10,000
<b>Regulator Installations</b>	\$8,000			\$8,000
<b>Fire Hydrant Installation/Replacement.</b> This is an ongoing program to replace the old style Pacific States fire hydrants with new hydrants.	\$100,000			\$100,000
<b>2-inch Line Replacements</b>	\$60,000			\$60,000
<b>Gaarde Street Phase 2 Waterline Relocation</b>	\$200,000			\$200,000

## WATER SYSTEM PROGRAM

PROJECT	Water Fund	Water SDC	Water CIP	Total Project Cost
SCADA System	\$175,000			\$175,000
Menlor Pump Station (includes SDC transfer of \$394,875)	\$675,000			
Security Vulnerability Evaluation and Upgrades	\$30,000			
Water Main Oversizing Program - This project will pay for oversizing water mains in new developments.		\$50,000		
Secure 550-foot Reservoir (2 sites)		\$350,000		
Aquifer Storage and Recovery (Pilot Test)			\$85,000	
Aquifer Storage and Recovery (ASR) Phase 2. The City is currently in the second year of conducting a feasibility study to determine if ASR is a viable solution to meet interim water supply needs. Phase 2 includes permitting and obtaining water rights, wellhead modifications, and an ASR pilot test.			\$370,000	\$370,000
Water Supply-Feasibility Report ("Clean Water Services-Scoggins Dam Raise")			\$80,000	\$80,000
Bull Run Regional Authority-Phase II Report			\$25,000	\$25,000
JWC-Raw Water Pipeline Pre-design			\$85,000	\$85,000
JWC-Fernhill Reservoir Pre-design			\$25,000	\$25,000
Totals for FY 2002-03	\$1,373,000	\$400,000	\$670,000	\$2,443,000

## WATER SYSTEM PROGRAM

PROJECT	Water Fund	Water SDC	Water CIP	Total Project Cost
<b>FY 2003-04</b>				
Water Line Replacement - SW Walnut Street	\$800,000			\$800,000
Program 1 1/2+ Meter Replacements	\$40,000			\$40,000
Replacement of Defective Meters	\$15,000			\$15,000
Meter Installations	\$60,000			\$60,000
Water Service Installations	\$10,000			\$10,000
Regulator Installations	\$8,000			\$8,000
Fire Hydrant Installations	\$100,000			\$100,000
2-Inch Service Line (Replacement)	\$60,000			\$60,000
Water Main Installation (SW Burnham Street from SW Hall Blvd to SW Main Street)	\$334,000			\$334,000
550-foot Reservoir Supply to and from site (\$152,000 and \$190,000)		\$342,000		\$342,000
Water Main Oversizing Program		\$50,000		\$50,000
<b>Totals for FY 2003-04</b>	<b>\$1,427,000</b>	<b>\$392,000</b>		<b>\$1,819,000</b>
<b>FY 2004-5</b>				
Program 1 1/2+ Meter Replacements	\$40,000			\$40,000
Replacement of Defective Meters	\$15,000			\$15,000
Meter Installations	\$60,000			\$60,000
Water Service Installations	\$10,000			\$10,000
2-Inch Service Line (Replacement)	\$60,000			\$60,000
550-Foot Reservoir Design (58% SDC Transfer)		\$300,000		\$300,000
Water Main Oversizing Program		\$50,000		\$50,000
ASR Phase II			\$404,000	\$404,000
<b>Totals for FY 2004-05</b>	<b>\$185,000</b>	<b>\$350,000</b>	<b>\$404,000</b>	<b>\$939,000</b>

## WATER SYSTEM PROGRAM

PROJECT	Water Fund	Water SDC	Water CIP	Total Project Cost
<b>FY 2005-6</b>				
Program 1 1/2+ Meter Replacements	\$40,000			\$40,000
Replacement of Defective Meters	\$15,000			\$15,000
Meter Installations	\$60,000			\$60,000
Water Service Installations	\$10,000			\$10,000
550-Foot Reservoir Construction (58% SDC Transfer)	\$2,700,000			\$2,700,000
Water Main Oversizing Program		\$50,000		\$50,000
<b>Totals for FY 2005-06</b>	<b>\$2,825,000</b>	<b>\$50,000</b>		<b>\$2,875,000</b>
<b>FY 2006-7</b>				
Program 1 1/2+ Meter Replacements	\$40,000			\$40,000
Replacement of Defective Meters	\$15,000			\$15,000
Meter Installations	\$60,000			\$60,000
Water Service Installations	\$10,000			\$10,000
Water Main Oversizing Program		\$50,000		\$50,000
ASR Phase II			\$701,000	\$701,000
<b>Totals for FY 2006-07</b>	<b>\$125,000</b>	<b>\$50,000</b>	<b>\$701,000</b>	<b>\$876,000</b>

# UNFUNDED PROJECTS

## STREET SYSTEM PROGRAM

### Preventative and Corrective Maintenance Projects

The following is a brief description of the unfunded Street System projects considered for Gas Tax Funding in FY 2002-03.

- A large number of streets are in need of slurry seals and overlays, but were not included in FY 2002-03 because of funding limitations. Segments of 72<sup>nd</sup> Avenue, Durham Road, Bonita Road, Ross Street, 67<sup>th</sup>, 69<sup>th</sup> (North of Dartmouth), Thorn Street, 121<sup>st</sup> Avenue, North Dakota Street, Greenburg Road, and others are currently in need of repair and pavement overlay to improve pavement condition and rideability. \$750,000
- 98<sup>th</sup> Avenue (Greenburg Road to Pihas Court) - This project will acquire right-of-way and widen approximately 750 feet of 98<sup>th</sup> Avenue on the west side of the street, construct curb and sidewalk and connect to an existing sidewalk on 98<sup>th</sup> Avenue at Pihas Court. Minor drainage improvements are also included in the project. \$220,000

### Totals

**\$970,000**

The following unfunded projects are some of the major reconstruction and widening projects that are needed to accommodate the existing and future traffic on the City's major and minor collector streets:

### Street Major Reconstruction and Expansion Projects

Category	Project	Project Cost
<b>Collectors</b>		
	121st Avenue – Walnut to North Dakota	\$2,030,000
	Walnut Street – Tiedeman to 121st	\$4,990,000
	121st Avenue – Gaarde to Walnut	\$3,760,000
	Burnham Street – Main to Hall	\$1,570,000
	Tiedeman Ave. – Greenburg to Tigard St.	\$860,000
	72 <sup>nd</sup> Avenue - Hampton to Dartmouth	\$1,500,000
<b>Neighborhood Routes</b>		
	Fonner Street - Walnut to 115th Avenue	\$1,570,000
	Tigard Street – Main to Tiedeman (south side)	\$990,000
	Commercial Street (North side, Main St. to Lincoln St.)	\$460,000
<b>Totals</b>		<b>\$17,730,000</b>

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## APPENDIX G

## APPENDIX H

AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 12, 2001

### CITY OF TIGARD, OREGON COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE FY 2001-02 Capital Improvement Program

PREPARED BY: A.P. Duenas DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

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#### ISSUE BEFORE THE COUNCIL

Adoption of the FY 2001-02 Capital Improvement Program and approval of the FY 2001-02 projects.

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#### STAFF RECOMMENDATION

Staff recommends that City Council, by motion, adopt the FY 2001-02 Capital Improvement Program and projects as described in the attached memorandum dated May 29, 2001 with appendices A through H.

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#### INFORMATION SUMMARY

Attached is a memorandum dated May 29, 2001 outlining the FY 2001-02 Capital Improvement Program (CIP). This memorandum, with appendices, presents the recommended projects for FY 2001-02 and a tentative list of projects for the following four years. The FY 2001-02 CIP was presented to the Planning Commission at its meeting on May 21, 2001. The Planning Commission recommended approval of the proposed program with revisions as recommended by the City Engineer. The FY 2001-02 CIP, with revisions incorporated, is submitted to City Council for review and approval. The adopted program would be the City's Capital Improvement Program for FY 2001-02.

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#### OTHER ALTERNATIVES CONSIDERED

Adopt the FY 2001-02 CIP with further modifications.

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#### VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

The FY 2001-02 CIP supports the Tigard Beyond Tomorrow Transportation and Traffic goals of "Improve Traffic Safety" and "Improve Traffic Flow."

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#### ATTACHMENT LIST

Memorandum dated May 29, 2001 with appendices A through H outlining the FY 2001-02 Capital Improvement Program.

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#### FISCAL NOTES

The FY 2001-02 CIP project amounts are based on the Finance Director's funding projections for FY 2001-02.



**Engineering Department**  
*Shaping A Better  
Community*

## **MEMORANDUM**

### **CITY OF TIGARD**

13125 SW Hall Blvd  
Tigard, OR 97223  
Phone (503) 639-4171  
Fax (503) 624-0752

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**TO:** City Council

**FROM:** Agustin P. Duenas, P.E.  
City Engineer

**DATE:** May 29, 2001

**SUBJECT:** FY 2001-02 Capital Improvement Program

This document presents the proposed FY 2001-02 Capital Improvement Program (CIP) for review and approval. The proposed CIP was presented to the Planning Commission on May 21, 2001 for review and recommendation to City Council. The Planning Commission approved the FY 2001-02 CIP as submitted with revisions as recommended by the City Engineer. This document reflects those revisions. One significant revision is the addition of \$75,000 in State Gas Tax funding to the Pavement Major Maintenance Program. The other changes adopted by the Budget Committee were incorporated into the CIP submittal to the Planning Commission.

#### **Background**

The long-term Capital Improvement Program, initially adopted by the City Council on August 23, 1994, identified projects for the 1994-95 CIP Program and proposed a list of projects for the next 6-year period. The Capital Improvement Program includes improvements to the streets, storm drainage, sanitary sewer, water, parks, and city facilities systems. The Engineering Department manages the street, storm drainage, and sanitary sewer CIP's. The Public Works Department manages the Water System CIP, the Parks CIP is managed jointly by the Planning and Engineering Departments, and the City Facilities System is jointly managed by the Engineering and Public Works Departments.

The Capital Improvement Program is reviewed and approved each year by the City Council. The CIP formulation is separate from the yearly operating budget process but is approved as part of the City's overall budget. While the program lists projects for subsequent fiscal years, the projects shown are

tentative and are subject to change during the formulation process for each specific budget year. The CIP, through the adoption process, therefore establishes the budget for each fiscal year and serves as a planning document to guide the infrastructure improvements over the following 4 years. During each budget year's update, the revenue estimates are adjusted, the project cost estimates are reviewed, and the program and project priorities are re-evaluated based on changes in City plans, citizen input, and additional data which may become available. The 1996-97 CIP listed a 6-year program; the 1997-98 CIP returned to the 7-year period originally established in 1994. The CIP for FY 2001-02 presents a 5-year program that conforms to the Finance Director's Five Year Financial Plan projections.

## **Process**

The Capital Improvement Program update process begins with citizen involvement through the Citizen Involvement Teams. An overview of the CIP process is presented to the CIT's, usually early in the calendar year so that the entire process can be completed and the annual CIP budget submitted to and approved by City Council prior to the beginning of the next fiscal year (July 1). This overview was presented during the February CIT meeting this year. The CIT meeting in March provided the CIT members with the opportunity to provide input into the process and to nominate projects for evaluation and possible inclusion into the program.

The Planning Commission review typically provides another opportunity for public comment on the proposed plan. After review by the Planning Commission, the plan with subsequent modifications, if any, is submitted, with Commission recommendation, to the City Council for review and approval. Council may make additional modifications to the plan during its review and approval process. The approved plan would be the approved Capital Improvement Program for the next fiscal year.

The following summarizes the program update for the 2001-02 budget year. It is important to note that each funding source has restrictions on the types of projects that can be constructed. Projects cannot be moved from one funding source to another. Committed projects are those projects that have been previously approved for 2000-01 funding, but have not been completed as of June 30, 2001. The specific lists of projects are contained in the appendices associated with each of the program areas. The committed projects and the funding needed to complete them are also shown in the appendices.

## **20001-02 CAPITAL IMPROVEMENT PROGRAM**

### **STREET SYSTEM PROGRAM**

The Street System Program contains projects to construct, maintain, and improve Tigard's street system. Projects are accounted for in the State Gas Tax Fund, the Traffic Improvement Fee Fund, The Urban Services Fund, the Underground Utility Fund, the Dartmouth LID Fund, and the 69th Avenue LID CIP Fund.

#### *State Gas Tax Fund*

State gas tax revenue can be used for upgrading the collector and local streets within Tigard, without restriction. This revenue is limited, however, and is not sufficient to fund all the street improvement needs of the City. The total State Gas Tax amount shown for the FY 2001-02 fiscal year is based on current projections. There has been a substantial decrease in projected funding available for FY 2001-02. The originally proposed amount of \$132,000 is approximately \$262,000 less than that budgeted in FY 2000-01. The decision of the Budget Committee to exclude enhanced right-of-way maintenance



from the FY 2001-02 Budget adds \$75,000 to the amount available for street projects. However, as expenses increase and operational costs rise, the amount available for projects will continue to decrease in the coming years.

#### *Traffic Impact Fee Fund*

Traffic Impact Fee (TIF) funding can be used only for highway and transit capital improvements that provide additional capacity to major transportation systems. This funding is limited to major collector and arterial streets, and 50% must be spent on arterial streets. A major portion of transportation planning is completed. The Transportation System Update Plan has made significant progress with the draft plan completed and awaiting adoption. There will not be sufficient funding in the TIF Fund, however, to complete all the projects that are envisioned over the next 5 to 10 years.

#### *Dartmouth LID Fund*

The Dartmouth LID Fund was established to account for the construction of a local improvement district (LID) on Dartmouth Street. The source of funding is assessments against benefiting properties within the LID.

#### *69<sup>th</sup> Avenue LID CIP Fund*

The 69th Avenue LID CIP Fund was established to account for the construction of a local improvement district (LID) on 69th Ave. The source of funding is assessments against benefiting properties within the LID.

#### *Urban Services Fund*

The Urban Services Fund was established to track revenues and expenses associated with the provision of services in the areas outside the City limits but within Tigard's urban services area. Tigard provides current planning, development review, and other services in this area under contract with Washington County. The City collects building and planning related fees to pay for these services. In addition, the County pays the City to provide major road maintenance.

#### *Underground Utility Fund*

This fund receives payments from developers in lieu of installing utilities underground. Funds are then used to place utilities underground in conjunction with major roadway projects.

The following are brief descriptions of the street projects proposed for FY 2001-02. A complete listing of the projects and the 5-year program is attached as Appendix A.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Embedded Crosswalk Lights</b>	State Gas Tax	\$40,000

Project	Funding Source	Amount
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Last year's program provided \$60,000 to install crosswalk lights at three locations: Main Street (at the bridge), 121<sup>st</sup> Avenue (at Springwood Drive), and Walnut Street (at Grant Avenue). The funding was not enough for construction at all three locations and only Main Street (at bridge) and Walnut Street (at Grant Avenue) were selected for installation. This year's program includes 121<sup>st</sup> Avenue (at Springwood Drive).

<b>Pavement Major Maintenance Program (PMMP)</b>	State Gas Tax	\$55,000
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This is a program of corrective and preventive maintenance on all paved streets in Tigard. It addresses those streets that can still benefit from corrective or preventative action. Last year's program expended \$120,000 from the \$150,000 PMMP budget. Streets that need overlays this year include 121<sup>st</sup> Avenue (Scholls Ferry Road to Springwood Drive), Johnson Street (Grant Avenue to Hwy 99), North Dakota Street (200 feet from the bridge to Tiedeman Avenue), North Dakota Street (Scholls Ferry Road to Springwood Drive), Ash Street (between Scoffins and Commercial Streets), and Meadow Street (Tiedeman Avenue to end). In addition, Kable Street requires a pavement overlay before permanent speed humps are placed. Streets that need to receive slurry seals during 2001-02 fiscal year include Springwood Drive (121<sup>st</sup> Avenue to Scholls Ferry Road), Manzanita Court (121<sup>st</sup> Avenue to end), Merestone Court (121<sup>st</sup> Avenue to end), and Sandburg Street (the last 900 feet of street).

With the amount originally proposed, only three streets out of the above list could be addressed. The additional funding will allow more streets in the list to receive preventative maintenance. 121<sup>st</sup> Avenue from Scholls Ferry Road to Springwood Drive will receive a combination pavement inlay/slurry seal treatment, and Ash Street and Meadow Street will receive pavement overlays. Streets under consideration include Kable Street and North Dakota among others.

<b>Traffic Calming Program</b>	State Gas Tax	\$25,000
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This program provides funding for traffic calming measures Citywide. The program for FY 2001-02 includes \$25,000 for City-funded projects. Much of the funding will be used to place speed humps on streets that have clearly demonstrated the need for installation of these traffic-calming devices. A portion of this fund can be used on a 50-50 cost sharing basis with residents for placement of speed humps in streets that do not make this year's list. This year's program includes speed humps for Commercial Street (west of 95<sup>th</sup> Avenue), Fonner Street (between 113<sup>th</sup> and 111<sup>th</sup> Place), Kable Street between 100<sup>th</sup> Avenue and Naeve Street, Sattler Street between 100<sup>th</sup> and 98<sup>th</sup> Avenues, and possibly Spruce Street between 72<sup>nd</sup> and 78<sup>th</sup> Avenues.

<b>79<sup>th</sup> Avenue Design</b>	State Gas Tax	\$12,000
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This amount completes the design project for 79<sup>th</sup> Avenue between Durham Road and Bonita Road. There is no funding available for construction of the project. The completed design will be applied in the review of development projects as they occur along that street.

<b>Gaarde Street Improvements Phase 2</b>	Traffic Impact Fee	\$1,840,000
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Project	Funding Source	Amount
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The initial phase of this project is the right-of-way acquisition and construction of underground utilities for Gaarde Street from 121<sup>st</sup> Avenue to Highway 99W. The construction of Gaarde Street (Phase 1) from Walnut Street to the Quail Hollow subdivision was completed in FY 2000-01. Last year, these two projects expended \$1,400,000 from a \$1,600,000 budget. The road construction for Phase 2 will be initiated in the spring of 2002. The construction of this project will extend into FY 2002-03. The amount included for next fiscal year is that amount that would be expended by the end of FY 2001-02.

<b>Burnham Street (Design and Right-of-Way)</b>	Traffic Impact Fee	\$300,000
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The design of this project is approximately 50% completed. Right-of-Way acquisition is underway. An amount of \$300,000 is allocated to complete the design and right-of-way acquisition. Construction of this project is anticipated to commence in the next two to three years.

<b>121<sup>st</sup> Avenue and Walnut Street (Design and Right-of-Way)</b>	Traffic Impact Fee	\$250,000
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121<sup>st</sup> Avenue between Gaarde and Walnut Street, and Walnut Street between 121<sup>st</sup> Avenue and Tiedeman Avenue/Fonner Street will be designed for widening to the ultimate width of a Major Collector. Design and some right of way acquisition will be completed this fiscal year. Construction and the remaining right-of-way acquisition will be programmed in future budgets.

<b>Durham Road Signalization</b>	Traffic Impact Fee	\$150,000
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Traffic on 98th Avenue attempting to turn left on Durham Road typically experiences excessive delay. This project will install a traffic signal at the intersection to provide safe turning movements at that intersection.

<b>Greenburg Road Improvements (Washington Square Drive to Tiedeman Avenue)</b>	Traffic Impact Fee	\$310,000
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The project scope is for the widening of Greenburg Road to a 5-lane facility within the project limits. Only the project design is funded at this time through the Priorities 2000 federal funding with Tigard providing 10% matching funds. The improvements would enhance movement into and out of the Washington Square Regional Center.

<b>Bonita Road Improvements</b>	Traffic Impact Fee	\$91,000
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Improvements of Bonita Road from the railroad tracks to the Fanno Creek Bridge, which included underground utilities, reconstruction of the railroad crossings and street widening, were completed in October 1998. Traffic Impact Fees in FY 1999-00 and FY 1998-99 funded utility and street improvements. The City agreed to reimburse Portland & Western Railroad for the improvements of the railroad crossings. However, there are some outstanding invoices left on the project that the Railroad has just discovered. An amount of \$91,000 is allocated to reimburse the Railroad for its work on the railroad crossings.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Preventative Maintenance in the Urban Services Area</b>	Urban Services	\$100,000

These preventative maintenance projects are funded by Washington County for slurry seals and overlays on County Roads covered under the Urban Services Agreement. The funding for FY 2001-02 includes a combination of funds for both non-collectors and collectors within the Urban Services Area.

<b>Bull Mountain/Roshak Road Intersection Improvement Project</b>	Urban Services	\$100,000
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This project is the widening of the intersection to enhance safety at that location. This project provides turning lanes for safer turning movements, and includes minor underground drainage work, but is not major reconstruction and expansion of that intersection. This project will be proposed to Washington County. Implementation is dependent upon approval by the county to use Urban Services TIF funds for the project.

<b>121<sup>st</sup> Avenue/Walnut Street Intersection</b>	Underground Utilities	\$40,000
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This is the undergrounding of utilities on the MSTIP 3 Project at Walnut and 121st Avenue. This project is currently under construction with the construction inspection administered by the County. Last year's funding was in the amount of \$150,000 from the Underground Utility Fund. An additional amount of \$40,000 will be allocated to complete the project.

<b>69<sup>th</sup> Avenue LID</b>	69 <sup>th</sup> Avenue LID	\$50,000
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This project improved an area within the Tigard Triangle. Work has been completed, and the LID is in the process of being closed out. The FY 2001-02 budget includes sufficient appropriation to spend any remaining funds for project costs should they not be spent in FY 2000-01.

<b>Dartmouth LID</b>	Dartmouth LID	\$10,000
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The funding allocated in FY 2001-02 is intended to pay for any further expenses arising from the LID formed to construct improvements on Dartmouth Street.

<b>Total Streets System Program Budget</b>	<b>\$3,373,000</b>
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## **PARKS SYSTEM PROGRAM**

The Parks System Program contains land acquisitions for new or expanded parks and open spaces and improvements to existing parks. The primary source of funding for these projects is the Parks SDC Fund. The Metro Greenspaces Fund, the Parks Levy Improvement Fund, and the Tree Replacement Fund provide additional funding.

### *Parks SDC*

The Parks SDC is the City's primary and most consistent funding source for park improvements. The fee schedule was adopted in 1996 and applies to new development within the incorporated area. The City Council is currently considering an increase to the Parks SDC fee schedule. In order to charge a Parks SDC in the Urban Services area, the City must obtain specific legal authority from the County. The City has had discussions with the County on obtaining this legal authorization, but to date has not yet obtained it. In combination with development activity, Council's decisions regarding fee levels and the County's attitude toward an Urban Services SDC will determine how much in SDC funding will be available for future park improvements.

#### *Metro Greenspaces Fund*

The Metro Greenspaces Fund accounts for purchases of open spaces using Tigard's share of the Metro Open Spaces, Parks, and Streams bond proceeds. Funds are provided on a reimbursement basis and can only be used for purchase of open spaces and limited capital improvements. The FY 2001-02 budget also includes \$50,000 of anticipated grant revenue in this fund

#### *Park Levy Improvement Fund*

The Park Levy Improvement Fund was established to account for funds for a park property tax levy. That levy is no longer in existence, so funds represent unspent balance of those funds. In addition, the City received a donation from the estate of a local resident to build a butterfly path in Cook Park. This gift was placed in this fund. The City plans to phase this fund out in FY 2000-01 since no more revenue is being received. The FY 2001-02 budget includes a token amount in this fund to allow any remaining funds to be spent.

#### *Tree Replacement Fund*

Developers in Tigard are required to protect as many trees as possible when property is developed. They are given the option, however, when it is not feasible to protect all trees, to pay a fee to the City. This fee is used to plant trees in other areas of the City requiring more trees. These fees are accounted for in the Tree Replacement Fund.

The following are the proposed projects for FY 2001-02. The project listings are again shown in Appendix B.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Cook Park Phase 1</b>	Parks SDC	
▪ Parking lot with landscaping		\$505,991
▪ Infrastructure		\$64,727
▪ Butterfly Meadow Planting and Irrigation		\$86,026
▪ 85 <sup>th</sup> Avenue emergency connection		\$115,020
<b>Dog Park</b>	Parks SDC	\$20,000
<b>Woodard Park Playground Equipment</b>	Parks SDC	\$25,000

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Park Levy Improvement</b>	Park Levy Improvement	\$10,000
This fund is intended to be closed out in FY 2000-01. This appropriation is included in the CIP only to allow expenditure of any funds which may be left over from FY 2000-01.		
<b>Tree Planting</b>	Tree Replacement	\$50,000
<b>Woodard Park Trail Construction</b>	Metro	\$88,000
<b>Fanno Creek Trail Land Acquisition</b>	Metro	\$43,046
<b>Fanno Creek Wetland Mitigation Monitoring</b>	Parks SDC	\$5,000
<b>Total Parks System Program Budget</b>		<b>\$1,012,810</b>

### **SANITARY SEWER SYSTEM PROGRAM**

The Sanitary Sewer System Program contains projects to construct, maintain, and improve the sanitary sewer system in Tigard. The Unified Sewerage Agency of Washington County (USA) and the City of Tigard have entered into an agreement for cooperative operation of the Sanitary Sewer System. The City owns, maintains and operates the system within certain limits in a defined service area under that agreement with USA. Projects are accounted for in the Sanitary Sewer Fund.

#### *Sanitary Sewer Fund*

The Sanitary Sewer Fund resources are reserved for maintenance repairs on currently unknown projects, for capacity upgrades as recommended from the USA Master Plan, and for the Neighborhood and Commercial Area Sewer Extension Programs. The unrestricted portion of the Sanitary Sewer Fund can be used for repair and maintenance projects Citywide and for extension of the existing system to unsewered areas. The annexation of Walnut Island and ancillary islands brings new areas requiring extension of sewers into the City.

The following projects are proposed for FY 2001-02. The list of projects for the full 5-year program is summarized in Appendix C.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Bonita Road (at Milton Court)</b>	Sanitary Sewer	\$125,000

This project is to replace approximately 250 feet of 8-inch sanitary sewer pipe that crosses Fanno Creek at Milton Court. This project was completely designed and sent out to bid last year. However, due to excessively high bids submitted at the bid opening, all bids were rejected by the City. This project will be re-bid in the summer. The pipe has been repaired temporarily to address problems that could arise prior to construction.

<b>Neighborhood and Commercial Area Sewer</b>	Sanitary Sewer	\$2,000,000
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Project	Funding Source	Amount
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## Extension Programs

The Neighborhood Sewer Extension Program has been a highly successful program commencing with its implementation in the 1996-97 CIP budget year. Last fiscal year's program included 71 homes by constructing four reimbursement districts. City Council has provided direction for the development of a 5 to 6 year program to extend sewer service Citywide. The recently annexed Walnut island and ancillary islands, together with other unserved areas in the City, will be part of this program.

The program development will be ongoing during the next few months. In anticipation of this program approval, funding has been increased to \$2,000,000 beginning in FY 2001-02 to include projects in the newly annexed areas, as well as other areas throughout the City.

<b>Sanitary Sewer Major Maintenance Program</b>	Sanitary Sewer	\$80,000
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These funds would be used to contract out sewer repair projects that are beyond the repair capabilities of the Public Works Department. This program is expected to be a continuing program in future years. The Sanitary Sewer Major Maintenance program in FY 2001-02 will include projects at various locations in the City.

<b>110<sup>th</sup> Avenue (at Derry Dell Creek)</b>	Sanitary Sewer	\$25,000
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This project will relocate an existing pipe that runs in the back of two private properties on 110<sup>th</sup> Avenue. The grade of the existing pipe is extremely poor and there is evidence of severe bellying. The existing pipe will be abandoned and the new pipe will be bored under the creek.

<b>Total Sanitary Sewer System Program Budget</b>		<b>\$2,230,000</b>
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## STORM DRAINAGE SYSTEM PROGRAM

The Storm Drainage System Program contains projects to construct, maintain, and improve the storm drainage system in Tigard. The Unified Sewerage Agency of Washington County (USA) regulates the storm drainage system, but Tigard owns, maintains and operates the system within the City limits. Projects are accounted for in the Storm Fund and the Water Quality/Quantity Fund.

### *Storm Sewer Fund*

The Storm Sewer Fund CIP is supported from storm drainage charges and Systems Development Charges (SDCs). SDC funds must be used for projects designated in the Unified Sewerage Agency (USA) master plan.

### *Water Quality/Quantity Fund*

Water Quality/Quantity fees are collected by the City on certain development activities in the City. These charges, which were instituted by Unified Sewerage Agency (USA), are used to fund offsite surface water system improvements and capacity improvements to the storm drainage system.

The detailed project listing is attached as Appendix D. The proposed projects for CIP Fiscal Year 2001-02 are as follows:

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
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<b>118<sup>th</sup> Court Erosion Control</b>	Storm Sewer	\$100,000
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This is an erosion control project that extends the previously installed improvements further downstream to alleviate the heavy erosion on the side slopes and streambed. The project design is nearing completion and construction is expected to begin this summer.

<b>Walnut Street Storm Drainage Improvements</b>	Storm Sewer	\$25,000
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This project upgrades the inadequate storm drainage system at the east end of the MSTIP 3 project at the Walnut Street/121<sup>st</sup> Avenue intersection and routes it easterly to an existing culvert crossing Walnut Street. The scope of work includes project design, easement acquisition and installation of storm drain pipes and water quality facility needed for the project. Construction of this project is underway. Last year, the project expended \$75,000. The \$25,000 is carried over to FY 2001-02 to pay for completion of the work during the coming fiscal year.

<b>Storm Drainage Analysis for Washington Square Implementation Plan</b>	Storm Sewer	\$12,000
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The Washington Square Implementation Plan development is in progress and extends into FY 2001-02. These funds are carried over to the new fiscal year to complete the development of the plan.

<b>Storm Drainage Major Maintenance Program</b>	Storm Sewer	\$80,000
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This program addresses minor storm drainage problems requiring more than normal maintenance effort. One of the projects of this year's program includes erosion control along Fanno Creek's slope at DeAnn Court.

<b>Storm Drain Pipe Rehabilitation</b>	Storm Sewer	\$100,000
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The City currently has approximately 4,300 feet of storm drain pipes that are under capacity and consist of failing pipe materials. This project will rehabilitate 1,200 feet of existing pipes by methods of pipe bursting or lining.

<b>Ann Court</b>	Storm Sewer	\$25,000
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Last year's Storm Drainage Major Maintenance Program installed drainage pipes and catch basins to collect water draining from the surrounding areas on Ann Court. This drainage system connects to an existing 30-inch pipe that has been damaged due to improper installation. This project will replace the existing pipe with new CMP material.

<b>Washington Square Storm Runoff Pretreatment</b>	Water Quality/Quantity	\$50,000
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<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
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This project was initiated in FY 2000-01 to remove pollutants from the Washington Square storm runoff. The funds shown are carried over to complete that portion of the work that overlaps into the new fiscal year.

<b>Summer Lake Improvements</b>	Water Quality/Quantity	\$350,000
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The Summer Lake Task Force considered several options for improvements to Summer Lake. The Task Force reported to City Council on March 13, 2001. This funding continues the progress on the project in accordance with Council direction.

<b>Wetland Mitigation Monitoring</b>	Water Quality/Quantity	\$3,500
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The permit issued in 1999 by DSL requires that the mitigation area be monitored for a period of three years, while the Corps of Engineers requires a five-year monitoring period. This work is required to compensate for the wetland impacts of the Tiedeman and Grant Avenue Bridge Replacement projects. Annual monitoring last year indicated that the survival rate of mitigation plantings was less than 80% as required by the permits. As a result, additional plantings, which included a mix of trees and shrubs along the bank lines, were installed last year to replace the dead ones. This project will continue the monitoring service for the third year.

<b>Total Storm Sewer System Program</b>		<b>\$745,500</b>
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### **CITY FACILITIES SYSTEM PROGRAM**

The City Facilities System Program contains projects to maintain, improve or expand general purpose city facilities (such as City Hall) or facilities which do not fit into any of the other CIP Programs (such as the Library). Funding for these projects come from the General Fund or from the Facilities Fund.

#### *General Fund*

The General Fund supports CIP projects of a general nature or which serve operations budgeted in the General Fund. The primary source of revenue is property tax.

#### *Facilities Fund*

The Facilities Fund provides funding for major capital projects supporting General Fund programs. The primary sources of revenues for this fund are transfers from the General Fund or donations for specific projects.

The project listing for FY 2001-02 and the full 5-year plan are shown in the attached Appendix E. The proposed projects for CIP Fiscal Year 2001-02 are as follows:

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Energy Conservation Improvement program</b>	General	\$6,900

Project	Funding Source	Amount
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This project will replace lighting at the Senior Center with energy efficient units.

<b>Replace window at the Water Building lunchroom</b>	General	\$5,000
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<b>Replace carpet at the Water Building auditorium, lunch room and conference room</b>	General	\$12,000
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<b>Replacement of Police Department HVAC</b>	General	\$100,000
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This project was initiated in FY 2000-01 but requires funds to be carried over to FY 2001-02 for completion of the work.

<b>Niche HVAC/Police HVAC/City Hall</b>	General	\$252,600
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<b>Duct work cleaning at City Hall</b>	General	\$10,000
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<b>Duct work cleaning at Police Department</b>	General	\$10,000
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<b>Install 500 square feet of acoustical tiles at Police Department</b>	General	\$1,500
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<b>ADA public restrooms upgrade at Water Building</b>	General	\$10,000
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<b>Replace gutters at Senior Center</b>		\$2,000
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<b>New Library Design and Land Acquisition</b>	Facility	\$750,000
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This project involves the design of the new library and land acquisition costs for the new library site. This project is under development. Final project costs will depend on the recommendations of the New Tigard Library Construction Committee.

<b>Total City Facilities System Program Budget</b>		<b>\$1,160,000</b>
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## WATER SYSTEM PROGRAM

The Water System Program contains projects designed to maintain and improve the Tigard water system. The Tigard water system provides water to portions of the City of Tigard, the cities of King City and Durham, and an unincorporated area under the jurisdiction of the Tigard Water District. All of these entities are represented on the Intergovernmental Water Board which approves the capital program for the system. Projects are accounted for in the Water Fund, the Water SDC Fund, and the Water CIP Fund.

### *Water Fund*

The Water Fund is the primary operating and maintenance fund of the water system. Revenues come from water sales and connection fees. This fund supports operations and major capital maintenance and some system improvements not eligible for funding from Systems Development Charges (SDCs).

### *Water SDC Fund*

The Water SDC Fund accounts for the improvement portion of Systems Development Charges (SDCs) charged to new development. Money in this fund can only be used for improvements to or expansion of the current water system needed to support new customers.

### *Water CIP Fund*

The Water CIP Fund is presently reserved for projects to develop a new long-term water supply for the system. This fund was initially created when the City was exploring the Willamette River as a water supply option. That option is no longer being explored. Money in this fund is therefore being held as a reserve to pay for whatever long-term supply option is ultimately selected.

The following are the water system projects proposed for FY 2001-02. The list of projects for the full 5-year program is attached as Appendix F.

<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
<b>Waterline Replacements (SW Walnut Street between SW 122<sup>nd</sup> and SW 135th Avenues)</b>	Water	\$800,000

This project consists of replacing existing 6-inch and 12-inch cast iron water mains with a new 24-inch ductile iron water main. It also includes 1,000 feet of 16-inch water main that will replace 1,000 feet of 8-inch water line. This project was identified through the 2000 Water Master Plan and was originally scheduled to begin construction in 2003-04. However, Washington County plans to reconstruct this portion of SW Walnut in FY 2001-02 as part of the MSTIP 3 program, requiring the City to schedule the project in FY 2001-02.

<b>Meter Replacements</b>	Water	\$40,000
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This is the fourth year of a program to replace all 1 1/2-inch and larger meters. The results have shown that changing out the existing meters can increase water revenues by 10%.

<b>Replacement of defective or malfunctioning 5/8" x 3/4" and 1" meters</b>	Water	\$10,000
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<b>Meter Installations</b>	Water	\$52,500
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350 new meter installations are anticipated in FY 2001-02. The average material cost of \$150 per meter is used for budgetary purposes.

<b>Water Service Installations</b>	Water	\$10,000
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<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
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Beginning in FY 2000-01, new subdivisions and commercial projects that did not require direct taps into City water mains for new water services are required to install their own services. This requirement is standard practice in most cities and water districts and allows the City to focus on routine and preventative maintenance of the water system. The City does install services for a single lot or a single service that requires this direct tap. This budgeted amount should be sufficient to cover the costs of these taps.

<b>Regulator Installations</b>	Water	\$20,000
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Installation of one additional pressure reducing station may be required on the northern flank of Bull Mountain if additional phases of Hillshire Creek are constructed.

<b>Fire Hydrant Installation/Replacement</b>	Water	\$50,000
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This is an ongoing program to replace the old style Pacific States fire hydrants with new hydrants.

<b>Line Replacements - SW 150th Avenue from SW Bull Mountain Road to SW Cabernet Street</b>	Water SDC	\$171,000
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Install 1,500 feet of 12-inch water main. The 2000 Water Master Plan identifies the need for a 12-inch distribution main to reinforce fire flows.

<b>Pipeline Extensions - 550 foot Reservoir Supply Feed from Menlor Reservoir site to SW Sunrise Lane</b>	Water SDC	\$152,000
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In the 2000 Water Master Plan, a new 16-inch transmission main was identified in this area to convey water to the proposed 550-foot reservoir location. This project will install 1,000 feet of 16-inch transmission main.

<b>550 foot Reservoir Supply Feed from SW Sunrise Lane to proposed Reservoir Site</b>	Water SDC	\$190,000
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Install 1,000 feet of 20-inch transmission main. The 2000 Water master Plan identifies the need for a new 20-inch transmission main to convey water to the proposed 550-foot reservoir location.

<b>Water Main Oversizing Program</b>	Water SDC	\$75,000
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This project will pay for oversizing water mains in new developments.

<b>Beaverton Intertie - West end of SW Barrows Road at SW Scholls Ferry to SW 160th Avenue</b>	Water CIP	\$275,000
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<b>Project</b>	<b>Funding Source</b>	<b>Amount</b>
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Install 1,400 feet of 16-inch DI, including Tigard's share of the costs to install a master meter vault, pressure reducing station, and telemetry system. This will allow Tigard to receive up to 4.0 MGD from the Joint Water Commission via Beaverton.

<b>Aquifer Storage and Recovery (ASR) Phase 2</b>	Water	\$210,500
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The City is currently conducting a feasibility study to determine if ASR is a viable solution to meet interim water supply needs. If Phase 1 of the project finds that the aquifer, in which Well #1 is situated, is capable of storing excess winter water from Lake Oswego or Bull Run, and that the City can extract that water during the summer, then the City will proceed with Phase 2. Phase 2 will include permitting and obtaining water rights, wellhead modifications, and an ASR pilot test.

<b>Total Water System Program Budget</b>	<b>\$2,056,000</b>
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### UNFUNDED PROJECTS

The limited amount of funding available for preventative and corrective maintenance has delayed implementation of some of the street system projects originally proposed for FY 2001-02. In addition, the failure of Ballot Measure 34-20 in the November 2000 election means that no funding is available to construct some greatly needed street reconstruction and expansion projects during the next few years. Attached is Appendix G showing the unfunded preventative/corrective maintenance projects, and the major street projects that will not have adequate funding over the next few years.

### APPENDICES

- Appendix A:     *Street System Program*
- Appendix B:     *Park System Program*
- Appendix C:     *Sanitary Sewer System Program*
- Appendix D:     *Storm Drainage System Program*
- Appendix E:     *City Facilities System Program*
- Appendix F:     *Water System Program*
- Appendix G:     *Unfunded Projects*
- Appendix H:     *2000-01 Capital Improvement Program*

c:     William A. Monahan, City Manager  
        Craig Prosser, Finance Director  
        Ed Wegner, Public Works Director  
        Jim Hendryx, Community Development Director  
        Vannie T. Nguyen, CIP Division Manager

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## STREET SYSTEM PROGRAM

PROJECT	City TIF	Gas Tax	LID Funding	County Funds		Underground	Federal Funding	Total Costs
				Road/URMD	County TIF	Utility	STIP	
FY 2002-03								
TIF Reserve for Projects	\$1,070,000							\$1,070,000
Pavement Major Maintenance Program		\$80,000						80000
Pedestrian Improvements		\$30,000						30000
Traffic Calming Program		\$25,000						25000
County Roadway Maintenance Projects				\$50,000				50000
Underground Utility Reserve for Future Projects						\$80,000		80000
Totals for FY 2002-03	\$1,070,000	\$135,000		\$50,000		\$80,000		\$1,335,000
FY 2003-04								
TIF Reserve for Projects	\$2,853,000							\$2,853,000
Traffic Studies		\$30,000						30000
Pedestrian Improvements		\$50,000						50000
Pavement Major Maintenance Program		\$100,000						100000
Traffic Calming Program		\$30,000						30000
County Roadway Maintenance Projects				\$50,000				50000
Underground Utility Reserve for Future Projects						\$160,000		160000
Totals for FY 2003-4	\$2,853,000	\$210,000		\$50,000		\$160,000		\$3,273,000
FY 2004-5								
TIF Reserve for Projects	\$3,453,000							\$3,453,000
Pedestrian Improvements		\$30,000						30000
Pavement Major Maintenance Program		\$100,000						100000
Traffic Calming Program		\$30,000						30000
County Roadway Maintenance Projects				\$50,000				50000
Underground Utility Reserve for Future Projects						\$240,000		240000
Totals for FY 2004-5	\$3,453,000	\$160,000		\$50,000		\$240,000		\$3,903,000

## STREET SYSTEM PROGRAM

PROJECT	City TIF	Gas Tax	LID Funding	County Funds		Underground Utility	Federal Funding STIP	Total Costs
				Road/URMD	County TIF			
FY 2005-6								
TIF Reserve for Projects	\$3,953,000							\$3,953,000
Pedestrian Improvements		\$30,000						30000
Pavement Major Maintenance Program		\$100,000						100000
Traffic Calming Program		\$30,000						30000
County Roadway Maintenance Projects				\$50,000				50000
Underground Utility Reserve for Future Projects						\$320,000		320000
Totals for FY 2005-6	\$3,953,000	\$160,000		\$50,000		\$320,000		\$4,483,000

**Note: The City TIF funds will be reimbursed by MSTIP 3 for Walnut Street Phase 2 in accordance with the IGA with Washington County. The reimbursement begins in FY 2002-03.**

# PARKS SYSTEM PROGRAM

PROJECT	Park SDC	Greenspaces	General Fund	Park Levy	Tree Fund	Donations	Total
<b>Committed Project</b>							
<b>Cook Park Expansion (Phase 1)</b>							
Parking lot with landscaping	\$505,991						
Infrastructure	\$64,727						
Butterfly Meadow planting and irrigation	\$86,026						
85th Avenue Emergency Connection	\$115,020						
<b>Total Committed Project</b>	<b>\$771,764</b>						
<b>FY 2001-02</b>							
Committed Project	\$771,764						\$771,764
Dog Park	\$20,000						\$20,000
Woodard Park Playground Equipment	\$25,000						\$25,000
Park Levy Improvement				\$10,000			\$10,000
Tree Planting					\$50,000		\$50,000
Woodard Park Trail Construction		\$88,000					\$88,000
Fanno Creek Trail Land Acquisition		\$43,046					\$43,046
Fanno Creek Trail Wetland Mitigation	\$5,000						\$5,000
<b>Total Project Costs</b>	<b>\$821,764</b>	<b>\$131,046</b>		<b>\$10,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$1,012,810</b>

**Note:** FY 2002-06 projects are not shown



## SANITARY SEWER SYSTEM PROGRAM

PROJECT	Sanitary Sewer Fund
<b>Committed Projects</b>	
Bonita Road (at Milton Court)	\$125,000
<b>Total Committed Projects</b>	<b>\$125,000</b>
<b>FY 2001-02</b>	
Committed Projects	\$125,000
Sanitary Sewer Major Maintenance	\$80,000
Neighborhood and Commercial Area Sewer Extensions	\$2,000,000
110th Avenue (at Derry Dell Creek)	\$25,000
<b>Total for FY 2001-02 CIP</b>	<b>\$2,230,000</b>
<b>FY 2002-03</b>	
Sanitary Sewer Major Maintenance	\$80,000
Neighborhood and Commercial Area Sewer Extensions	\$2,000,000
<b>Totals for FY 2002-03</b>	<b>\$2,080,000</b>
<b>2003-04</b>	
Sanitary Sewer Major Maintenance	\$80,000
Neighborhood and Commercial Area Sewer Extensions	\$2,000,000
<b>Totals for FY 2003-04</b>	<b>\$2,080,000</b>
<b>FY 2004-05</b>	
Sanitary Sewer Major Maintenance	\$80,000
Neighborhood and Commercial Area Sewer Extensions	\$1,000,000
<b>Totals for FY 2004-05</b>	<b>\$700,000</b>
<b>FY 2005-6</b>	
Sanitary Sewer Major Maintenance	\$80,000
Neighborhood and Commercial Area Sewer Extensions	\$500,000
<b>Totals for FY 2005-06</b>	<b>\$800,000</b>

## STORM DRAINAGE SYSTEM PROGRAM

PROJECT	Storm Sewer Fund	Water Quality Fund	Total Costs
<b>Committed Projects</b>			
118th Court Erosion Control	\$100,000		\$100,000
Washington Square Pretreatment		\$50,000	\$50,000
Walnut Street Storm Drainage Improvements	\$25,000		\$25,000
Storm Drainage Analysis - Washington Square Plan Implementation Study	\$12,000		\$12,000
<b>Total Committed Projects</b>	<b>\$137,000</b>	<b>\$50,000</b>	<b>\$187,000</b>
<b>FY 2001-02</b>			
Committed Projects	\$137,000	\$50,000	\$187,000
Storm Drainage Major Maintenance Program	\$80,000		\$80,000
Storm Drain Pipe Rehabilitation	\$100,000		\$100,000
Ann Court Storm Drain Upgrade	\$25,000		\$25,000
Summer Lake Improvements		\$350,000	\$350,000
Wetland Mitigation Monitoring (Tiedeman Avenue at Fanno Creek)		\$3,500	\$3,500
<b>Total for FY 2001-02 CIP</b>	<b>\$342,000</b>	<b>\$403,500</b>	<b>\$745,500</b>
<b>FY 2002-03</b>			
Reserve for USA Master Plan		\$40,000	\$40,000
Reserve for Public Facility Plan Projects	\$60,000		\$60,000
Storm Drainage Major Maintenance	\$40,000		\$40,000
<b>Totals for FY 2002-03</b>	<b>\$100,000</b>	<b>\$40,000</b>	<b>\$140,000</b>

## STORM DRAINAGE SYSTEM PROGRAM

PROJECT	Storm Sewer Fund	Water Quality Fund	Total Costs
<b>FY 2003-04</b>			
Reserve for USA Master Plan		\$80,000	\$80,000
Reserve for Public Facility Plan Projects	\$120,000		\$120,000
Storm Drainage Major Maintenance	\$40,000		\$40,000
<b>Totals for FY 2003-04</b>	<b>\$160,000</b>	<b>\$80,000</b>	<b>\$240,000</b>
<b>FY 2004-05</b>			
Reserve for USA Master Plan		\$120,000	\$120,000
Reserve for Public Facility Plan Projects	\$180,000		\$180,000
Storm Drainage Major Maintenance	\$40,000		\$40,000
<b>Totals for FY 2004-05</b>	<b>\$220,000</b>	<b>\$120,000</b>	<b>\$340,000</b>
<b>FY 2005-06</b>			
Reserve for USA Master Plan		\$160,000	\$160,000
Reserve for Public Facility Plan Projects	\$240,000		\$240,000
Storm Drainage Major Maintenance	\$40,000		\$40,000
<b>Totals for FY 2005-06</b>	<b>\$280,000</b>	<b>\$160,000</b>	<b>\$440,000</b>

## CITY FACILITIES SYSTEM PROGRAM

PROJECT	General Fund	Facility Fund	Total Project Cost
<b>FY 2001-02</b>			
Energy Conservation Improvement Program	\$6,900		\$6,900
Replace window at the Water Building lunchroom	\$5,000		\$5,000
Replace carpet at Water Building (Auditorium, lunchroom and conference room)	\$12,000		\$12,000
Replacement of Police Department HVAC System	\$100,000		\$100,000
Niche HVAC/Police HVAC/City Hall	\$252,600		\$252,600
Duct work cleaning at City Hall	\$10,000		\$10,000
Duct work cleaning at Police Department	\$10,000		\$10,000
Install 500 square feet of acoustical tiles at Police Department	\$1,500		\$1,500
ADA public restrooms upgrade at Water Building	\$10,000		\$10,000
Replace gutters at Senior Center	\$2,000		\$2,000
New Library (Design and Land Acquisition)		\$750,000	\$750,000
<b>Total for FY 2001-02 CIP</b>	<b>\$410,000</b>	<b>\$750,000</b>	<b>\$1,160,000</b>
<b>FY 2002-03</b>			
New Library (Design and Land Acquisition)		\$1,000,000	\$1,000,000
<b>FY 2003-04</b>			
New Library ( Construction)		\$14,000,000	\$14,000,000
<b>F2004-05</b>			
Renovation of City Hall and Old Library Buildings		\$825,000	\$825,000
<b>FY 2005-06</b>			
Projects will be determined based on needs as determined in previous fiscal years.			

## WATER SYSTEM PROGRAM

PROJECT	Water Fund	Water SDC	Water CIP	Total Project Cost
<b>FY 2001-02</b>				
<b>Waterline Replacements (SW Walnut Street between SW 122nd Avenue and SW 135th Avenue ).</b> This project consists of replacing existing 6-inch and 12-inch cast iron water mains with a new 24-inch ductile iron water main. It also includes 1,000 feet of 16-inch water main that will replace 1,000 feet of 8-inch water line. This project was identified through the 2000 Water Master Plan and is scheduled to begin construction in 2003-04. However, Washington County plans to reconstruct this portion of SW Walnut in FY 2001-02 as part of the MSTIP 3 program.				
	\$800,000			\$800,000
<b>Meter Replacements.</b> This is the fourth year of a program to replace all 1 1/2-inch and larger meters. The results have shown that changing out the existing meters can increase water revenues by 10%.				
	\$40,000			\$40,000
<b>Replacement of defective or malfunctioning 5/8" x 3/4" and 1" meters.</b>				
	\$10,000			\$10,000
<b>Meter Installations.</b> 350 new meter installations are anticipated in FY 2001-02. The average material cost of \$150 per meter is used for budgetary purposes.				
	\$52,500			\$52,500
<b>Water Service Installations.</b> Beginning in FY 2000-01, new subdivisions and commercial projects that did not require direct taps into City water mains for new water services are required to install their own services. This requirement is standard practice in most cities and water districts and allows the City to focus on routine and preventative maintenance of the water system. The City does install services for a single lot or a single service that requires this direct tap. This budgeted amount should be sufficient to cover the costs of these taps.				
	\$10,000			\$10,000
<b>Regulator Installations.</b> Installation of one additional pressure reducing station may be required on the northern flank of Bull Mountain if additional phases of Hillshire Creek are constructed.				
	\$20,000			\$20,000

## WATER SYSTEM PROGRAM

PROJECT	Water Fund	Water SDC	Water CIP	Total Project Cost
<b>Fire Hydrant Installation/Replacement.</b> This is an ongoing program to replace the old style Pacific States fire hydrants with new hydrants.	\$50,000			\$50,000
<b>Line Replacements - SW 150th Avenue from SW Bull Mountain Road to SW Cabernet Street.</b> Install 1,500 feet of 12-inch water main. The 2000 Water Master Plan identifies the need for a 12-inch distribution main to reinforce fire flows.		\$171,000		\$171,000
<b>Pipeline Extensions - 550 foot Reservoir Supply Feed from Menlor Reservoir site to SW Sunrise Lane. Install 1,500 feet of 16-inch transmission main.</b> In the 2000 Water Master Plan, a new 16-inch transmission main was identified in this area to convey water to the proposed 550 foot reservoir location.		\$152,000		\$152,000
<b>550 foot Reservoir Supply Feed from SW Sunrise Lane to proposed Reservoir Site.</b> Install 1,000 feet of 20-inch transmission main. The 2000 Water master Plan identifies the need for a new 20-inch transmission main to convey water to the proposed 550 foot reservoir location.		\$190,000		\$190,000
<b>Water Main Oversizing Program</b> - This project will pay for oversized water mains in new developments.		\$75,000		
<b>Beaverton Intertie - West end of SW Barrows Road at SW Scholls Ferry to SW 160th Avenue.</b> Install 1,400 feet of 16-inch DI, including Tigard's share of the costs to install a master meter vault, pressure reducing station, and telemetry system. This will allow Tigard to receive up to 4.0 MGD from the Joint Watere Commission via Beaverton.			\$275,000	\$275,000
<b>Aquifer Storage and Recovery (ASR) Phase 2.</b> The City is currently conducting a feasibility study to determine if ASR is a viable solution to meet interim water supply needs. If Phase 1 of the project finds that the aquifer, in which Well #1 is situated, is capable of storing excess winter water from Lake Oswego or Bull Run, and that the City can extract that water during the summer, then the City will proceed with Phase 2. Phase 2 will include permitting and obtaining water rights, wellhead modifications, and an ASR pilot test.			\$210,500	\$210,500
<b>Totals for FY 2001-02</b>	<b>\$982,500</b>	<b>\$588,000</b>	<b>\$485,500</b>	<b>\$2,056,000</b>

## WATER SYSTEM PROGRAM

PROJECT	Water Fund	Water SDC	Water CIP	Total Project Cost
<b>FY 2002-03</b>				
Menlor Pump Station				\$675,000
Water Main Oversizing Program				\$75,000
ASR Study Phase 3				\$25,000
<b>Totals for FY 2002-03</b>				<b>\$775,000</b>
<b>FY 2003-04</b>				
Construction of 550-foot reservoir, capacity 2.0 million gallons (to be constructed and funded over two fiscal years)				\$1,400,000
Water Main Installation (SW Burnham Street from SW Hall Blvd to SW Main Street)				\$319,200
Water Main Oversizing Program				\$75,000
<b>Totals for FY 2003-04</b>				<b>\$1,794,200</b>
<b>FY 2004-05</b>				
550-Foot Reservoir Construction				\$1,400,000
Water main Oversizing Program				\$75,000
<b>Totals for FY 2004-05</b>				<b>\$1,475,000</b>
<b>FY 2005-06</b>				
East 550-foot Reservoir Supply Feed				\$380,000
Water Main Oversizing Program				\$75,000
Transfer Pump Station				\$1,050,000
<b>Totals for FY 2005-06</b>				<b>\$1,505,000</b>

# UNFUNDED PROJECTS

## STREET SYSTEM PROGRAM

### Gas Tax Projects

The following is a brief description of the unfunded Street System projects considered for Gas Tax Funding in FY 2001-02.

- *Pavement Major Maintenance Program (PMMP)* - This is a program of corrective and preventive maintenance on all paved streets in Tigard. It addresses those streets that can still benefit from corrective or preventative action. Streets that need action but are unfunded for FY 2001-02 include Johnson Street (Grant Avenue to Hwy 99), North Dakota Street (200 feet from the bridge to Tiedeman Avenue), North Dakota Street (Scholls Ferry Road to Springwood Drive), and Meadow Street (Tiedeman Avenue to end). \$120,000

Streets proposed to receive slurry seals during 2001-02 fiscal year but are not funded include Manzanita Court (121<sup>st</sup> Avenue to end), Merestone Court (121<sup>st</sup> Avenue to end), and Sandburg Street (the last 900 feet of street).

Other streets are also in need of preventative and corrective maintenance, but were not proposed for FY 2001-02 because of the limitations in funding.

- *North Dakota Street (Greenburg Road and 95th Avenue)* – The existing pavement on North Dakota Street between Greenburg Road and 95<sup>th</sup> Avenue is in need of reconstruction. The pavement surface is drastically damaged and not qualified for pavement overlay. This project will reconstruct the existing aggregate base and AC pavement, install curb and gutter for proper drainage and construct sidewalk on both sides of the street. \$120,000
- *Walnut Terrace (69th to 65th Avenue)* – This project will provide AC pavement to the existing gravel road and install curbs and gutters on the street to provide efficient drainage flow for the area. Design and construction of this project will be combined with the Walnut Terrace Drainage Improvement project. \$60,000
- *98<sup>th</sup> Avenue (Greenburg Road to Pihos Court)* - This project will acquire right-of-way and widen approximately 750 feet of 98<sup>th</sup> Avenue on the west side of the street, construct curb and sidewalk and connect to an existing sidewalk on 98<sup>th</sup> Avenue at Pihos Court. \$220,000

## APPENDIX G



Minor drainage improvements are also included in the project. Funding for improvements on the east side of the street will be proposed in FY 2002-03.

- *Mapleleaf Street (east of 72<sup>nd</sup> Avenue)* – This project will widen the existing pavement on the north side of Mapleleaf Street to the standard width of a typical local street and extend the existing curb and sidewalk to 72<sup>nd</sup> Avenue. \$65,000

<b>Totals</b>	<b>\$585,000</b>
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The following unfunded projects are the major reconstruction and widening projects that are needed to accommodate the existing and future traffic on the City's major and minor collector streets:

### Street Major Reconstruction and Expansion Projects

Category	Project	Project Cost
<b>Major Collectors</b>		
	Gaarde Street – 99W to 121st Avenue (needed to complete the project)	\$1,300,000
	121st Avenue – Walnut to North Dakota	\$2,030,000
	Walnut Street – Tiedeman to 121st	\$4,990,000
	121st Avenue – Gaarde to Walnut	\$3,760,000
	Burnham Street – Main to Hall	\$1,570,000
	Tiedeman Ave. – Greenburg to Tigard St.	\$860,000
<b>Minor Collectors</b>		
	Fonner Street - Walnut to 115th Avenue	\$1,570,000
	Tigard Street – Main to Tiedeman (south side)	\$990,000
	Commercial Street (North side, Main St. to Lincoln St.)	\$460,000

<b>Totals</b>	<b>\$17,530,000</b>
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I:\Eng\Gus\2001-02 CIP\Unfunded Projects – 2001-02

## APPENDIX G

AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A RESOLUTION AUTHORIZING A FIVE-YEAR INTERFUND LOAN FROM THE GENERAL FUND TO THE GAS TAX FUND FOR FINANCING OF THE CITY'S SHARE OF THE 69<sup>TH</sup> AVENUE LOCAL IMPROVEMENT DISTRICT (LID)

PREPARED BY: Craig Prosser DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

ISSUE BEFORE THE COUNCIL

Should the City Council approve a resolution authorizing a five-year loan from the General Fund to the Gas Tax Fund for funding of the City's portion (including funding for the Peirce property recover) for the 69<sup>th</sup> Avenue LID.

STAFF RECOMMENDATION

Staff recommends the approval of the attached resolution.

INFORMATION SUMMARY

The City Council on March 26, approved Ordinance No. 02-16 approving the final assessment for the 69<sup>th</sup> Avenue LID. That action reduced the final assessments on two properties in the amount of \$32,256. The City also originally committed to support a portion of the right-of-way acquisition costs for this project. The final cost for the City's portion for the right-of-way acquisition has been calculated to be a total of \$260,657. The City Council recently decided that these costs should be supported by gas tax revenues. This will maintain the nexus between gas tax funds being used for street and road projects. At the same time, the Council also decided that financing for the expected collections from the Peirce property recovery in the amount of \$105,000 would also come from gas tax revenues.

In order for this to be accomplished, the Council agreed that the City's General Fund should loan the Gas Tax Fund the \$397,861 needed for cash flow purposes to fund the capital costs associated with the LID. State law allows local jurisdictions to loan money from one fund to another for capital purposes for up to five years from the date it was borrowed. The law also stipulates that the loan must be authorized by an official resolution or ordinance. The resolution or ordinance must state the need for the loan, identify funds involved, and provide a schedule of payments for the repayment of the loan. Interest must also be charged on the loan at either the local government investment pool rate or at a rate determined by the governing board.

This resolution authorizes a five-year loan for this purpose. In addition, the first repayment has been included in the FY 2002-03 Proposed Budget.

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OTHER ALTERNATIVES CONSIDERED

Other financing options were reviewed in a memo from Craig Prosser and Gus Duenas in a memo to the City Council dated February 22, 2002.

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VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

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ATTACHMENT LIST

Resolution authorizing interfund loan.

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FISCAL NOTES

The loan of \$397,861 will be paid back to the General Fund over five years with interest at a rate tied to the earnings rate on the City's investment pool.

CITY OF TIGARD, OREGON

RESOLUTION NO. 02-\_\_\_\_\_

A RESOLUTION AUTHORIZING A FIVE-YEAR INTERFUND LOAN FROM THE GENERAL FUND TO THE GAS TAX FUND FOR FINANCING OF THE CITY'S SHARE OF THE 69<sup>TH</sup> AVENUE LOCAL IMPROVEMENT DISTRICT

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WHEREAS, the City Council approved Ordinance No. 02-16 approving the final assessment for the 69<sup>th</sup> Avenue Local Improvement District (LID); and

WHEREAS, the City Council agreed the City's share of the cost of the LID to be \$397,861, which includes the interim funding for the Peirce property recovery of \$105,000; and

WHEREAS, the City Council approved that the City's funding for the City's share should be from the Gas Tax Fund; and

WHEREAS, the Gas Tax Fund needs interim financing to pay for the City's portion of the LID project; and

WHEREAS, ORS 294.460 allows a local government to loan money from one fund to another for capital purposes for up to five years from the date it is borrowed with interest charged on the loan at either the local government investment pool or at a rate determined by the City Council.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: A loan from the General Fund to the Gas Tax Fund in the amount of \$397,861 is hereby authorized.

SECTION 2: The principal amount of the loan shall be repaid to the General Fund using the following schedule of payments:

FY 2002-03	\$79,572
FY 2003-04	\$79,572
FY 2004-05	\$79,572
FY 2005-06	\$79,572
FY 2006-07	\$79,573

SECTION 3: Interest payments over the life of the loan shall be set at the earnings rate on the City's investment pool.

SECTION 4: This resolution is effective immediately upon passage.

PASSED:        This \_\_\_\_\_ day of \_\_\_\_\_ 2002.

\_\_\_\_\_  
Mayor - City of Tigard

ATTEST:

\_\_\_\_\_  
City Recorder - City of Tigard

AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A RESOLUTION CERTIFYING THAT THE CITY OF TIGARD PROVIDES SERVICES QUALIFYING FOR STATE SHARED REVENUES

PREPARED BY: Craig Prosser DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

ISSUE BEFORE THE COUNCIL

Shall the City Council approve a resolution certifying that it provides certain services making it eligible to receive state shared revenues?

STAFF RECOMMENDATION

Staff recommends approval of the attached resolution.

INFORMATION SUMMARY

The City has estimated the receipt of the following state shared revenues:

	<u>FY 2002-03</u>	<u>FY 2001-02</u>
Cigarette Tax	\$ 85,800	\$ 79,689
Liquor Tax	\$ 371,065	\$ 329,013
State Gas Tax	\$1,610,201	\$ 1,691,472

The state requires the City to certify its eligibility to receive these revenues by stating that it provides more than four of the services listed in ORS 221.760. The City does provide a sufficient number of required services and is therefore eligible for these services. Approval of the attached resolution will meet the state requirement of certification.

OTHER ALTERNATIVES CONSIDERED

Not accept the revenues from the State of Oregon.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Acceptance of these revenues will assist in funding City goals and strategies.

ATTACHMENT LIST

Certifying resolution

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FISCAL NOTES

Approval of the resolution would secure \$456,865 of revenue for the General Fund and \$1,610,201 for the Gas Tax Fund.

CITY OF TIGARD, OREGON

RESOLUTION NO. 02-\_\_\_\_\_

A RESOLUTION CERTIFYING THAT THE CITY OF TIGARD PROVIDES SERVICES QUALIFYING FOR STATE SHARED REVENUES

---

WHEREAS, ORS 221.760 (1) provides as follows:

The officer responsible for disbursing funds to cities under ORS 323.455, 366.785, 366.820, and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds if the city provides four or more of the following services.

- 1) Police protection
- 2) Fire protection
- 3) Street construction, maintenance, and lighting
- 4) Sanitary sewer
- 5) Storm sewers
- 6) Planning, zoning, and subdivision control
- 7) One or more utility services

And,

WHEREAS, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760,

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The City of Tigard hereby certifies that it provides the following four or more services enumerated in Section 1, ORS 221.760:

- 1) Police protection
- 2) Street construction, maintenance, and lighting
- 3) Sanitary sewers
- 4) Storm sewers
- 5) Planning, zoning, and subdivision control
- 6) Water utility

SECTION 2: This resolution is effective immediately upon passage.

PASSED: This \_\_\_\_\_ day of \_\_\_\_\_ 2002.

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Mayor - City of Tigard

ATTEST:

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City Recorder - City of Tigard



AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE AN ORDINANCE DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

PREPARED BY: Craig Prosser DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

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ISSUE BEFORE THE COUNCIL

Shall the City Council approve an ordinance declaring the City's election to receive state revenue sharing funds.

---

STAFF RECOMMENDATION

Staff recommends the approval of the attached ordinance.

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INFORMATION SUMMARY

The City has estimated the receipt of \$208,887 of state revenue sharing in the FY 2002-03 budget. Such funds are available from the state for those cities that meet the requirements. The requirements include a public hearing before the Budget Committee and a public hearing before the City Council. The hearing before the Budget Committee was held May 20, 2002. Approval of the attached ordinance will meet the state requirements for the City's election to receive these funds.

---

OTHER ALTERNATIVES CONSIDERED

Not accept the revenues from the State of Oregon.

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VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Acceptance of these revenues will assist in funding City goals and strategies.

---

ATTACHMENT LIST

Ordinance declaring City election to receive state revenue sharing funds.

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FISCAL NOTES

Approval of the ordinance would secure \$208,887 of revenue for the General Fund.

CITY OF TIGARD, OREGON

ORDINANCE NO. 02-

AN ORDINANCE DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

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THE CITY OF TIGARD ORDAINS AS FOLLOWS:

SECTION 1: Pursuant to ORS 221.770, the City hereby elects to receive state revenues for the Fiscal Year 2002-03.

SECTION 2: This ordinance shall be effective 30 days after its passage by the Council, signature by the Mayor, and posting by the City Recorder.

PASSED: By \_\_\_\_\_ vote of all Council members present after being read by number and title only, this \_\_\_\_ day of \_\_\_\_\_, 2002.

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Catherine Wheatley, City Recorder

APPROVED: By Tigard City Council this \_\_\_\_ day of \_\_\_\_\_, 2002.

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James E. Griffith, Mayor

Approved as to form:

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City Attorney

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Date

I certify that a public hearing before the Budget Committee was held May 20, 2002, and a public hearing before the City Council was held on June 11, 2002, giving citizens an opportunity to comment on the use of State Revenue Sharing.

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Catherine Wheatley, City Recorder

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Date

AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE A RESOLUTION OF THE CITY OF TIGARD ADOPTING THE BUDGET, MAKING APPROPRIATIONS, DECLARING THE VALOREM TAX LEVY AND CLASSIFYING THE LEVY AS PROVIDED BY ORS 310.060(2) FOR FISCAL YEAR 2002-03

PREPARED BY: Craig Prosser DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

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ISSUE BEFORE THE COUNCIL

Oregon Local Budget Law requires that a budget for the following fiscal year be adopted by the City Council prior to July 1, after approval by the Budget Committee and after a public hearing has been held before the City Council.

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STAFF RECOMMENDATION

Staff recommends adoption of the FY 2002-03 Budget.

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INFORMATION SUMMARY

The Tigard Budget Committee (comprised of the City Council plus five citizens) held three meetings on the City Manager's Proposed FY 2002-03 Budget in May 2002. On May 20, the Budget Committee approved the Proposed Budget with amendments and forwarded the Budget to the City Council for adoption.

Oregon Local Budget Law gives the governing body of the jurisdiction authority to make certain changes in the Approved Budget prior to Adoption. The City Council may adjust resources or expenditures up or down as long as the increase in a fund does not exceed 10% of the fund total. No adjustments to the Approved Budget have been proposed.

Attached is a memorandum from City Engineer Gus Duenas explaining the proposed Wall Street Local Improvement District in the FY 2002-03 Capital Improvement Program (CIP) Budget. The CIP is included in the proposed budget.

The total FY 2002-03 City of Tigard Budget will be \$66,911,792.

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OTHER ALTERNATIVES CONSIDERED

Since no amendments have been proposed, no other alternatives are being considered. By Oregon law, the FY 2002-03 Budget must be adopted by the City Council prior to July 1, 2002.

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VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

The Proposed Budget reflects the Vision Task Force Goals.

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ATTACHMENT LIST

Memorandum from City Engineer Gus Duenas Regarding the Proposed Wall Street Local Improvement District  
Resolution Adopting Budget  
Exhibit A (Schedule of Appropriations)

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FISCAL NOTES

The Approved Budget includes total appropriations of \$66,911,792. The resolution also levies general property taxes at the City's permanent rate of \$2.5131 per thousand and levies general obligation debt service property taxes in the amount of \$1,403,586.

**MEMORANDUM**  
**CITY OF TIGARD**

13125 SW Hall Blvd.  
Tigard, OR 97223  
Phone 503-639-4171  
Fax: 503-624-0752

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**TO:** Mayor and City Councilors  
Bill Monahan, City Manager

**FROM:** Gus Duenas  
City Engineer

**DATE:** June 3, 2002

**SUBJECT:** Proposed Wall Street LID in the FY 2002-03 CIP Budget

The design and construction of Wall Street from Hall Boulevard to Hunziker Street is proposed for funding through formation of a local improvement district (LID) supplemented by Traffic Impact Fee funding for engineering design and construction management. The Preliminary Evaluation Report for the proposed LID was presented to City Council on January 22, 2002. By Resolution No. 02-11, City Council directed the preparation of the Preliminary Engineer's Report, as the next step in the process to determine if the LID should be formed.

The Preliminary Engineer's Report will examine all relevant aspects of the project, including environmental issues, the railroad crossing, the removal of the spur track adjacent to the existing Wall Street, and the connection of Wall Street to Hall Boulevard. We will be selecting the engineering consultant to perform this work in the next two months. To adequately address the various issues in a level of detail sufficient for permit applications and agency reviews, approximately 50% of the project design would have to be completed. The entire process including consultant selection and preparation of the Preliminary Engineer's Report will take 10 to 12 months to complete. We anticipate submittal of the report to Council in March or April of 2003. After reviewing the Preliminary Engineer's Report, Council could end the project or direct the formation of the local improvement district to construct the project.

An amount of \$2,000,000 has been included in the FY 2002-03 CIP Budget. The Traffic Impact Fee provides \$300,000 for engineering design costs. Partial right-of-way (ROW) acquisition is estimated at \$900,000 for the fiscal year. The sum of \$800,000 is provided for initiating construction on the project.

The FY 2002-03 CIP Budget is scheduled for Council consideration on June 11, 2002. The entire amount of \$2,000,000 is included under the Wall Street LID/CIP Fund. This amount is included in the FY 2002-03 CIP Budget to ensure that the funding mechanism is available should Council decide to move forward with the LID formation. If the Council decision is to terminate the project, the revenue from the LID would not be available and the only expenses would be the costs involved in preparation of the Preliminary Engineer's Report.

This information is provided to you because of the numerous email messages and letters that we have received objecting to the anticipated environmental impacts of the proposed project. These messages are apparently part of an organized campaign by the Tualatin Riverkeepers and other related organizations to stop the proposed project. Representatives from these organizations may be present to speak against the proposed Wall Street LID Project at the June 11, 2002 Council meeting.

Attached are the messages and letters we have received to date. Also attached is a copy of the standard response I prepared, which is now being used to respond to these messages as we receive them.

#### Attachments

c: Craig Prosser  
Jim Hendryx  
Vannie Nguyen

I:\Eng\Gus\Memorandums\Memo to Council Regarding Wall Street and the CIP Budget.doc

## **Revised Response to Emails/Letters Regarding the Proposed Wall Street LID**

We received your email message/letter regarding the proposed Wall Street Local Improvement District (LID). The City's LID ordinance allows for design and construction of improvements through formation of an LID with the benefited property owners sharing the cost of those improvements. The proposed project is on the City's Transportation System Plan and would relieve traffic congestion on Hall Boulevard and 72<sup>nd</sup> Avenue. In addition, it would allow for the development of interior properties currently without access.

Before an LID is formed to construct the improvements, a Preliminary Engineer's Report must be prepared to examine in detail the feasibility of the improvements. Council has directed the preparation of a Preliminary Engineer's Report for the proposed project. The preparation of this report would require evaluation of environmental and other concerns in determining the feasibility of constructing the proposed project. Thank you for expressing your concerns regarding the project. They will be considered in the overall evaluation of the feasibility of this project.

**There will be opportunities for input into the process as the proposed project proceeds through the LID formation process.** Council meeting agendas are posted on the City's web page at [www.ci.tigard.or.us](http://www.ci.tigard.or.us). Please check the Council agendas periodically for any future discussions regarding this proposed LID project.

**From:** <SGRollins@aol.com>  
**To:** <mayor@ci.tigard.or.us>  
**Date:** 5/1/02 4:42PM  
**Subject:** RE: Stop Wall Street Extension

Hello, Mayor Jim

I'm Sharon Rollins, an active member of Tualatin Riverkeepers as well as of Tigard United Methodist (I frequently sit right behind you and Carolyn in worship). I've been a stream monitor and site restoration manager for our own little Derry Dell Creek, located in the middle of the Genesis development off of 115th and right behind my house, for several years. Derry Dell flows into Fanno Creek along the west margin of Woodard Park, and thus my interest has long been in maintaining the health of the entire Fanno corridor as it meanders through Tigard.

I certainly agree that a larger and more up-to-date library is a necessity for Tigard and its citizens. I am extremely concerned, though, that none of the advertising for the library bond issue mentions the linked proposal to extend SW Wall Street along the new library site, across the Fanno Creek floodplain as well as the creek itself, creating a collector street connecting to SW Hunziker.

The proposed Wall Street crossing over Fanno Creek and its floodplain is a bad idea, not completely thought through by a city which prides itself in being environmentally sensitive. Destruction of a habitat that supports endangered Red-Legged frogs, sensitive Western pond turtles and Painted turtles, Pileated woodpeckers, and many other native vertebrates, as well as a host of invertebrates necessary for the return of a healthy fish population, will be the result of this project.

There simply is no excuse for another example of human-centered habitat destruction within the boundaries of the City of Tigard. Fanno Creek is clearly valued by the citizens of this city, and I am a prime example of a citizen who cares about maintaining this small piece of natural habitat. Rather than pushing this project through, why not work to acquire this entire site, and then maintain it for its habitat value? This would be a marvelous site for family interpretive activities and access to a natural environment. Have you visited the incredible Tualatin Hills Nature Park? Why couldn't Tigard have its own Nature Park, smaller in scope but just as important in its contribution to our city as Tualatin Hills Nature Park is to Beaverton?

I do realize that as mayor you are simply one voice in the entire city government, but yours is a very strong voice and one that could be heard above the din of development. Please consider making a strong statement to stop the Wall Street crossing!

Yours in concern for nature,

Sharon Rollins



FYI and for the information that Gus Duenas is tracking

I received a telephone call today from Dorothy Gage. Ms. Gage wanted to leave a message for the Mayor advising that she is opposed to the Wall Street Crossing. She thinks this land should be acquired for preservation of wildlife habitat.

Cathy

Cathy Wheatley, 639-4171 Ext. 309  
[cathy@ci.tigard.or.us](mailto:cathy@ci.tigard.or.us)

*Pat Russell*  
16358 SE Hearthwood Drive  
Clackamas, Oregon 97015  
Home: (503) 656-9681  
EMAIL addresses: Pat: [agypsyrose@earthlink.net](mailto:agypsyrose@earthlink.net)

## *A note from Pat's Desk*

May 30, 2002  
Transmittal VIA EMAIL  
Mayor Jim Griffith  
Tigard City Council  
13125 SW Hall Blvd.  
Tigard, OR 97123

RE: FY 2002-03 CIP Budget Appropriation Proposal  
Wall Street Extension LID

Dear Mayor and City Council Members,

It has been brought to my attention that with the purchase of property for the new library complex on Hall Blvd., just north of McDonald, you have entered into an agreement or stipulation with the property owner to consider the formation and construction of the Wall Extension LID to serve the remainder of the owner's industrial property on the east side of Fanno Creek. This new road extension would connect Hall Blvd. with Hunsaker Rd.—thereby creating an alternative transportation link in the congested Triangle.

On the surface such road planning does not sound out of order. However, knowing that the road would cross a regionally significant wetland and fish-bearing stream, Fanno Creek, and cross a R/R line that will serve the Commuter Rail, I encourage you to think again about the merit of this proposal, balanced with the issues of resource protection and community/regional livability. I understand that Metro has also been actively attempting purchase of the wetland areas. The city is also actively pursuing federal Community Development Block Grant funding to complete greenway improvements south of here that would provide a stronger integration of recreation, open space links with the voter-approved library site.

I believe that you have met your commitment of considering the property owner's request by placing the matter in the CIP Budget process and have even ordered the City Engineer's Report—the intermediate step in forming an LID. However, the evidence overwhelmingly indicates that this extension is premature to help solve project traffic congestion (there are other, better alternatives) and benefits a property to the loss of the community and region. It appears clear that the property owner's desire to develop the remainder property for industrial purposes can be accommodated with access solutions to the east of Fanno Creek. Therefore, the council has the opportunity and should determine not to go forward with the LID. One action to discourage the arrangement is to remove the project from the CIP budget, with the exception of cost associated with completing the committed engineering.

I was very involved on behalf of my former neighborhood association committee in the city of Beaverton (Five Oaks/Triple Creek) with the input/review of Beaverton's Transportation System Plan (TSP) to address neighborhood livability. I know from meeting extensively with Beaverton city staff that Tigard's, Beaverton's and Wa. Co.' planning consultant, DKS, completed a reputable analysis of future traffic needs of the Westside and that last minute changes often occur for political reasons. The Wall Street Extension is a very minor transportation issue and will not solve Tigard's traffic woes in the Triangle. Therefore, the

city has a number options to consider.

During the transportation plan discussions at the local and regional level, stream crossings became one of the most important issues debated back and forth. However, I think everyone agreed during the Metro Title 3 program development that utility and road crossings represented one of the most significant impact elements in riparian habitats. The unanimous conclusion was to avoid riparian (fish bearing stream) crossings wherever possible. I have advocated that if a utility or road must be within a riparian area, it should be located OUTSIDE the 100-year flood and be completely bridged across the 100 year flood—preferably the 500 year flood. An example of ignoring this concept can be seen in Washington County at the new Baseline Bridge crossing of Beaverton Creek (at 209<sup>th</sup> Avenue). Here public access under the bridge is not afforded outside the 100 year flood. Therefore it is not usable during the inclement months. This county compromise was reached in view of the functional significance of Baseline Road as a regional collector. Had this crossing been a local street, I believe more consideration would have given to protecting the riparian environment. There are many cases in Tigard where this balance must be addressed constantly. I believe that riparian protection has been delegated to a secondary importance. This is one of the many reasons why the federal Endangered Species Act is staring us in the face. The least impacting improvement over Fanno Creek if Wall Street is extended, as desired by the property owner, is to fully bridge the structure over the 100 year floodplain. I don't know if this alternative is being engineered and costed out, but it should. It should include regional trail pedestrian accessibility under the bridge, entirely out of the 100 year floodplain (including 1996 elevations). Regional transportation planning policies require a complete examination of full multi-modal needs.

There are other alternatives to meet the city's transportation and economic development needs in this area, which have been outlined by other parties more knowledgeable of the Tigard environs than I. We are all neighbors and all strive to do the neighborly act. Please remove the budget item for the LID and initiate alternative access planning, if the owner is ready to develop the land. Should alternatives to address transportation needs in the area fail, this project can always be revisited. If Metro is pursuing purchase of the riparian area, it does not make sense to drive up the land price to unduly benefit the property owner. Again, if the engineering addresses bridging the entire 100 year floodplain (96 flood) and providing regional pedestrian access under the bridge outside the 100 year flood elevation, then the project cost might reflect the true value of preserving the regionally significant riparian environs, and the city will find that the LID is not justifiable. Although some might argue that Metro has agreed that developed floodplains are to be evaluated with a secondary rating, the intrinsic value of Fanno Creek in this area far outweighs the economic value a local street improvement, crossing a significant, fish-bearing stream—when other alternatives are available.

Sincerely,

Pat Russell

Member of Metro's Committee for Citizen Involvement, District #4  
Former Board Member, Beaverton's Five Oaks -Triple Creek Neighborhood Association Committee

CC: Susan McLain, Metro Councilor, District 4  
Carl Hosticka, Metro Councilor, District 3  
Brian Wegener

We received your email message regarding the proposed Wall Street Local Improvement District (LID). The City's LID ordinance allows for design and construction of improvements through formation of an LID with the benefitted property owners sharing the cost of those improvements. The proposed project is on the City's Transportation System Plan and would relieve traffic congestion on Hall Boulevard and 72nd Avenue. In addition, it would allow for the development of interior properties currently without access.

Before an LID is formed to construct the improvements, a Preliminary Engineer's Report must be prepared to examine in detail the feasibility of the improvements. Council has directed the preparation of a Preliminary Engineer's Report for the proposed project. The preparation of this report would require evaluation of environmental and other concerns in determining the feasibility of constructing the proposed project. Thank you for expressing your concerns regarding the project. They will be considered in the overall evaluation of the feasibility of this project.

There will be opportunities for input into the process as the proposed project proceeds through the LID formation process. Council meeting agendas are posted on the City's web page at [www.ci.tigard.or.us](http://www.ci.tigard.or.us). Please check the Council agendas periodically for any future discussions regarding this proposed LID project.

Cathy Wheatley, 639-4171 Ext. 309  
[cathy@ci.tigard.or.us](mailto:cathy@ci.tigard.or.us)

>>> "Greg Schifsky" <gregsch@hevanet.com> 05/30/02 06:01PM >>>  
 Dear Mayor Griffith,

Concerns about the Wall Street improvements(?) that I'd like to raise are:

1. Flooding
2. Water Quality, improved or injured?
3. Safety of the public, autos, pedestrians.

The downtown Portland light rail interurban rail line plunges through neighborhoods and businesses and there are an awful lot of blind spots on that line. Busses would have been a better choice of connecting NW Portland to downtown Portland.

New composite material buses, lightweight, quiet, hybrid types are available and can use existing streets.

My main focus is environmental: Fanno Creek is in trouble and surrounding real estate is also threatened if Fanno Creek cannot accomplish what mother nature intends: Every Once in Awhile a flood occurs.

Greg Schifsky  
 4131 SW Lee St.

Portland chairperson Bridlemile Creek Stewards(We feed Fanno Creek neighborhood water from our creeks)

Dear Mayor Griffith:

Please stop the Wall Street Extension and concentrate on open space protection rather than accommodating new development.

Thank you for your consideration,

Ralph Truitt  
7912 SW Ashford Street  
Tigard, OR 97224

Dear Mr. Mayor,

This letter is to voice our dismay over the City's proposal to extend Wall Street and create yet another road crossing over the Fanno Creek Wetlands.

We have lived on a tributary of Fanno Creek for over 15 years and have participated in, and witnessed how the community has pulled together in cleaning up the creek and protecting the remaining wetlands. From it's monthly newsletter, it's been my impression that the city government has been an active supporter of those activities.

To hear of this proposal is disturbing to say the least. Not only does this strike me as a betrayal of the citizens' efforts and wishes, it appears questionable from a legal perspective, as well. The wetland is home to a number of sensitive species, the western pond turtle on the verge of being listed as critically threatened.

While getting on and off Hall Boulevard, (via Omara St.), is as big a problem for us as it is for anyone, we feel building another bridge is not the solution. The City should upgrade Hall Boulevard and Bonita, and fix the bridges we have already have! We're frusrated by the long detours around the Hall Blvd. bridge every time Fanno Creek floods. Building yet another road bed across the wetland will only aggravate that situation. The wetland should be acquired and permanently protected for its value as habitat for both wildlife and people.

Thank you for your consideration.

Sincerely,  
Mike & Cathy McElevey  
8880 SW Edgewod St.  
Tigard 97223  
503-639-8324

Dear Mr. Cross,

The \$17.3 million CIP includes \$2 million for the preliminary work on the Wall St. extension — engineering design, right-of-way acquisition, and initial construction. This project is expected to take four years to design and build. City Engineer Gus Duenas ([gus@ci.tigard.or.us](mailto:gus@ci.tigard.or.us)) can answer questions about the expected design and construction schedule

The Wall St. extension will be paid for by benefitting property owners through the formation of a local improvement district (LID).

Please let me know if you have any other questions

Craig Prosser

>>> "Mac Cross" <[mcross@hevanet.com](mailto:mcross@hevanet.com)> 05/25/02 10:03AM >>>

**Craig Prosser**  
**Finance Director**  
**City of Tigard**

**Your May 22nd press release mentioned \$17.3 million for capital improvement projects. Would you please tell me what, if any, of that money is earmarked for study or construction of the proposed Wall Street extension.**  
**Thank you.**

**Malcolm Cross**  
**8317 SW Char Ct**  
**Tigard, OR 97224**

May 28, 2002

Mayor Jim Griffith  
Tigard City Council  
13125 SW Hall Blvd  
Tigard, OR 97123

RECEIVED C.O.T.

MAY 30 2002

Administration

RE: Wall Street Extension LID

Dear Mayor Griffith and City Council,

In the May edition of "Cityscape" I read that some of the traffic to the new library site will be handled by access from Wall Street and a new traffic signal at the intersection of Wall and Hall Blvd. When I called for more information before I voted in favor of the levy, I was assured that no funds would be used to extend Wall St. I now feel misled even if most of the money for the Wall Street extension comes from a Local Improvement District. One of the main reasons I voted for the library levy was to put that property in public ownership so the Fanno Creek Trail could be extended and the wetland near the creek used as a demonstration area for riparian function and restoration.

I strongly protest the Tigard City Council's decision to pursue a LID to extend Wall Street over Fanno Creek. In deciding to pursue this action, the Tigard City Council has ignored the Fanno Creek Watershed Plan, the advice of transportation experts and the vision of Tigard's future strongly stated by its citizens. Tigard's comprehensive plan map shows Fanno Creek, its floodplains and wetlands as open space. And the citizens of Tigard indicated a vision of highest and best use when they stated their preference for policies that encourage open space over accommodating future development in the Tigard Visioning Survey by a preference of 86% to 14%.

One of the overall goals of the Fanno Creek Watershed Management Plan is to provide "streams connected to their floodplain/wetland systems that will cleanse the water and reduce flooding impact." Another is for "connected open spaces that will support a diversity of amphibians, fish, insects, birds, and mammals as well as provide greenspaces for human use and enjoyment." On page 50 the FCWP identified the area just downstream of the Hall Street bridge as a "model site which needs protection from development." This section of Fanno Creek is one of the few left where the stream is still connected to its flood plain. It is home to wildlife species on the ODFW Sensitive Species list, including pileated woodpeckers, cutthroat trout, western pond turtles and red-legged frogs. Just last week, I spotted a river otter in this stretch of the creek. The proposed bridge would likely add to flooding problems, it certainly would separate rather than connect open space and it would pose an unacceptable risk to sensitive species, especially the turtles which often nest hundreds of feet away from the stream. A much higher use for the land would be as an area for families visiting the library to enjoy open space and learn more about riparian stream protection.



It is unconscionable that the City would site a road through habitat for these sensitive wildlife species when well-documented and preferable alternatives exist. Tigard's Transportation System Plan provides clear alternatives to the Wall Street Extension that would not impact Fanno Creek or wetlands. For east-west circulation, the TSP recommends two options: 1) widening Bonita and McDonald and 2) widening Carman Drive to I-5 and connecting it directly to Durham Rd. In reference to the Wall Street extension, the report states **"Other alternatives to serve future east-west demand are precluded due to the railroad , wetlands, river and being too far north or south to serve the projected demand."** With regard to relief of traffic at Hall/Hunziker, the TSP recommend realigning Scoffins to meet Hunziker, not building the Wall Street Extension. Yet rather than fixing this "T" intersection, the City has chosen to create another mis-aligned intersection. With regard to the capacity of Hall Blvd, the TSP and the regional transportation plan recommends expanding Hall Blvd. to 5 lanes, not building the Wall Street extension. Replacing the inadequate Hall St. bridge (with a wider and longer bridge) would not only improve traffic flow but also reduce flooding. That project should be completed before Tigard even considers an additional bridge. It appears that the motivation for the Wall Street extension is indicated in the April 25 letter from the Tigard City Engineer to the Tualatin Riverkeepers: *The strong interest by the major property owner in this area to construct the new street through formation of an LID presents an opportunity for the City to have a key route constructed while providing access to the interior properties for development. Environmental concerns must be balanced with the right of the property owner to develop his property to its highest and best use.*

The industrial lands which are outside the wetland or stream corridor could easily be accessed from Hunziker Street. Access from Hunziker avoids crossing Fanno Creek and the railroad. Oregon Department of Transportation and the railroad owner have made it clear that they oppose any new railroad crossings. With the new commuter rail project, rail traffic on these tracks will increase from less than 10 per day to 30 trains per day. The City should avoid making new rail crossings out of concern for safety of its citizens.

I spend many hours working to improve the habitat along Fanno Creek, both as a Streamwatch Monitor for the Tualatin Riverkeepers and as an Adopt-A-Stream Volunteer for the City of Tigard. It is my belief that the highest and best use of the land adjacent to Fanno Creek is as open space, wildlife habitat, community environmental education and flood storage. I will strongly oppose any efforts to extend Wall Street across Fanno Creek. Please follow the advice of the Fanno Creek Watershed Plan and the city's own transportation report and do not pursue the Wall St.extension over the creek.

Sincerely,



Malcolm Cross  
8317 SW Char Ct.  
Tigard, OR 97224

CITY OF TIGARD, OREGON

RESOLUTION NO. 02-\_\_\_\_\_

A RESOLUTION OF THE CITY OF TIGARD ADOPTING THE BUDGET, MAKING APPROPRIATIONS, DECLARING THE VALOREM TAX LEVY AND CLASSIFYING THE LEVY AS PROVIDED BY ORS 310.060(2) FOR FISCAL YEAR 2002-03.

WHEREAS, the budget for the City of Tigard for the year beginning July 1, 2002 was duly approved and recommended to the City Council by the regularly constituted Budget Committee as its meeting on May 20, 2002, after proceedings in accordance with Chapter 294, Oregon Revised Statutes; and

WHEREAS, a summary of the budget as required by Chapter 294.416 was duly published in the Tigard Times, a newspaper of general circulation in the City in accordance with Chapter 294.421; and

WHEREAS, a hearing by the Tigard City Council on the budget document, as approved by the Budget Committee, was duly called and held on June 11, 2002, where all interested persons were afforded an opportunity to appear and be heard with respect to the budget; and

WHEREAS, an Economic Improvement District Fund was established in FY 2001-02 to account for the formation of a Tigard downtown economic improvement district but the fund is no longer needed because the district was never established.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The Council adopts the budget for FY 2002-03 in the total amount of \$66,911,792.

SECTION 2: The appropriations for the fiscal year beginning July 1, 2002 are established as shown in attached Exhibit A.

SECTION 3: The Economic Improvement District Fund is dissolved.

SECTION 3: The City of Tigard City Council hereby levies property taxes for the General Fund at the City's permanent rate of \$2.5131 per thousand dollars of assessed value. The City Council also hereby levies \$1,403,586 for general obligation debt service. These taxes are hereby levied upon all taxable property within the district as of July 1, 2002. The following allocation and categorization subject to the limits of section 11b, Article XI of the Oregon Constitution constitute the above aggregate levy:

	Subject to General <u>Government Limitation</u>	Excluded from <u>the Limitation</u>
General Property Tax Rate/\$1,000	\$2.5131	\$0
G/O Debt Service Levy	<u>0</u>	<u>1,403,586</u>
Category Total	\$2.5131	\$1,403,586

SECTION This resolution is effective immediately upon passage.

PASSED: This \_\_\_\_\_ day of \_\_\_\_\_ 2002.

\_\_\_\_\_  
Mayor - City of Tigard

ATTEST

\_\_\_\_\_  
City Recorder - City of Tigard

RESOLUTION NO. 02 -\_\_



Exhibit A  
Schedule of Appropriations  
Fiscal Year 2002-03  
Resolution Number \_\_\_\_\_

Fund	Program	Proposed	Budget Committee Changes	Approved
General Fund				
	Community Services	\$9,322,871	\$74,295	\$9,397,166
	Public Works	2,511,250	187	2,511,437
	Development Services	2,572,298	812	2,573,110
	Policy and Administration	298,407	0	298,407
	General Government	0	0	0
	Debt Service	0	0	0
	Transfer	4,282,418	284,363	4,566,781
	Capital Improvements	326,250	0	326,250
	Contingency	1,000,000	0	1,000,000
	Total Fund	\$20,313,494	\$359,657	\$20,673,151
Sanitary Sewer Fund				
	Community Services	\$0	\$0	\$0
	Public Works	487,658	0	487,658
	Development Services	0	0	0
	Policy and Administration	0	0	0
	General Government	0	0	0
	Debt Service	0	0	0
	Transfer	269,399	(1,399)	268,000
	Capital Improvements	2,300,000	0	2,300,000
	Contingency	475,000	0	475,000
	Total Fund	\$3,532,057	(\$1,399)	\$3,530,658
Storm Sewer Fund				
	Community Services	\$0	\$0	\$0
	Public Works	506,733	0	506,733
	Development Services	0	0	0
	Policy and Administration	0	0	0
	General Government	0	0	0
	Debt Service	0	0	0
	Transfer	559,315	(3,502)	555,813
	Capital Improvements	200,000	0	200,000
	Contingency	213,000	0	213,000
	Total Fund	\$1,479,048	(\$3,502)	\$1,475,546
Water Fund				
	Community Services	\$0	\$0	\$0
	Public Works	4,644,082	(31)	4,644,051
	Development Services	0	0	0
	Policy and Administration	0	0	0
	General Government	0	0	0
	Debt Service	0	0	0
	Transfer	1,169,434	(11,692)	1,157,742
	Capital Improvements	1,373,000	0	1,373,000
	Contingency	1,025,000	0	1,025,000
	Total Fund	\$8,211,516	(\$11,723)	\$8,199,793

Exhibit A  
Schedule of Appropriations  
Fiscal Year 2002-03

Water SDC Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	0	394,875	394,875
Capital Improvements	794,875	(394,875)	400,000
Contingency	119,231	(0)	119,231
Total Fund	\$914,106	(\$0)	\$914,106

Water CIP Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	0	0	0
Capital Improvements	670,000	0	670,000
Contingency	100,500	0	100,500
Total Fund	\$770,500	\$0	\$770,500

Water Quality/Quantity Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	1,270	0	1,270
Capital Improvements	32,000	0	32,000
Contingency	4,900	0	4,900
Total Fund	\$38,170	\$0	\$38,170

Criminal Forfeiture Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	10,000	0	10,000
Capital Improvements	0	0	0
Contingency	1,500	0	1,500
Total Fund	\$11,500	\$0	\$11,500

Exhibit A  
Schedule of Appropriations  
Fiscal Year 2002-03

Gas Tax Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	475,000	0	475,000
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	1,583,376	(1,793)	1,581,583
Capital Improvements	510,000	0	510,000
Contingency	370,000	(77,000)	293,000
Total Fund	\$2,938,376	(\$78,793)	\$2,859,583

County Gas Tax Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	80,000	0	80,000
Capital Improvements	0	0	0
Contingency	0	0	0
Total Fund	\$80,000	\$0	\$80,000

Parks Capital Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	277,861	277,861
Transfer	0	0	0
Capital Improvements	1,825,100	(249,000)	1,576,100
Contingency	273,000	0	273,000
Total Fund	\$2,098,100	\$28,861	\$2,126,961

Traffic Impact Fee Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	405,970	(185)	405,785
Capital Improvements	3,056,000	69,000	3,125,000
Contingency	100,000	(58,987)	41,013
Total Fund	\$3,561,970	\$9,828	\$3,571,798

Exhibit A  
Schedule of Appropriations  
Fiscal Year 2002-03

Traffic Impact Fee Urban Services Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	46,894	(81)	46,813
Capital Improvements	850,000	0	850,000
Contingency	134,000	0	134,000
Total Fund	\$1,030,894	(\$81)	\$1,030,813

Building Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	992,792	0	992,792
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	288,483	(1,240)	287,243
Capital Improvements	0	0	0
Contingency	190,000	0	190,000
Total Fund	\$1,471,275	(\$1,240)	\$1,470,035

Electrical Inspection Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	169,857	(245)	169,612
Capital Improvements	0	0	0
Contingency	25,000	0	25,000
Total Fund	\$194,857	(\$245)	\$194,612

Underground Utility Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	0	0	0
Capital Improvements	100,000	0	100,000
Contingency	15,000	0	15,000
Total Fund	\$115,000	\$0	\$115,000

Exhibit A  
Schedule of Appropriations  
Fiscal Year 2002-03

Insurance Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	0	100,000	100,000
Capital Improvements	0	0	0
Contingency	0	0	0
Total Fund	\$0	\$100,000	\$100,000

Urban Services Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	585,163	(887)	584,276
Capital Improvements	50,000	0	50,000
Contingency	93,000	0	93,000
Total Fund	\$728,163	(\$887)	\$727,276

Tree Replacement Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	200,000	0	200,000
Capital Improvements	0	0	0
Contingency	0	0	0
Total Fund	\$200,000	\$0	\$200,000

Economic Improvement District Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	0	0	0
Capital Improvements	0	0	0
Contingency	0	0	0
Total Fund	\$0	\$0	\$0



Exhibit A  
Schedule of Appropriations  
Fiscal Year 2002-03

69th Avenue LID Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	137,412	0	137,412
Capital Improvements	0	0	0
Contingency	0	0	0
Total Fund	\$137,412	\$0	\$137,412

SW Dartmouth LID/CIP Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	0	0	0
Capital Improvements	9,281	0	9,281
Contingency	0	0	0
Total Fund	\$9,281	\$0	\$9,281

Metro Greenspaces Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	75,000	0	75,000
Capital Improvements	0	0	0
Contingency	0	0	0
Total Fund	\$75,000	\$0	\$75,000

Park Levy Improvement Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	135,000	0	135,000
Capital Improvements	0	0	0
Contingency	0	0	0
Total Fund	\$135,000	\$0	\$135,000

Exhibit A  
Schedule of Appropriations  
Fiscal Year 2002-03

Facility Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	0	0	0
Capital Improvements	3,750,000	10,000	3,760,000
Contingency	562,500	0	562,500
Total Fund	<u>\$4,312,500</u>	<u>\$10,000</u>	<u>\$4,322,500</u>

Wall Street LID/CIP Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	0	0	0
Capital Improvements	2,000,000	0	2,000,000
Contingency	100,000	0	100,000
Total Fund	<u>\$2,100,000</u>	<u>\$0</u>	<u>\$2,100,000</u>

Central Services Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	3,995,897	(2,655)	3,993,242
General Government	192,100	0	192,100
Debt Service	0	0	0
Transfer	113,177	0	113,177
Capital Improvements	0	0	0
Contingency	300,000	98,049	398,049
Total Fund	<u>\$4,601,175</u>	<u>\$95,394</u>	<u>\$4,696,569</u>

Fleet/Property Management Fund

Community Services	\$0	\$0	\$0
Public Works	865,447	0	865,447
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	0	0	0
Transfer	83,578	(1,606)	81,972
Capital Improvements	0	0	0
Contingency	60,000	0	60,000
Total Fund	<u>\$1,009,025</u>	<u>(\$1,606)</u>	<u>\$1,007,419</u>

Exhibit A  
Schedule of Appropriations  
Fiscal Year 2002-03

G/O Bond Debt Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	1,324,138	0	1,324,138
Transfer	0	0	0
Capital Improvements	0	0	0
Contingency	0	0	0
Total Fund	<u>\$1,324,138</u>	<u>\$0</u>	<u>\$1,324,138</u>

Bancroft Bond Debt Fund

Community Services	\$0	\$0	\$0
Public Works	0	0	0
Development Services	0	0	0
Policy and Administration	0	0	0
General Government	0	0	0
Debt Service	4,464,973	550,000	5,014,973
Transfer	0	0	0
Capital Improvements	0	0	0
Contingency	0	0	0
Total Fund	<u>\$4,464,973</u>	<u>\$550,000</u>	<u>\$5,014,973</u>

Total Appropriations	<u>\$65,857,529</u>	<u>\$1,054,262</u>	<u>\$66,911,792</u>
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AGENDA ITEM # \_\_\_\_\_  
FOR AGENDA OF June 11, 2002

CITY OF TIGARD, OREGON  
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Resolution Adopting New Fee Schedule for Land Use Applications

PREPARED BY: Dick Bewersdorff DEPT HEAD OK \_\_\_\_\_ CITY MGR OK \_\_\_\_\_

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ISSUE BEFORE THE COUNCIL

Should the City Council adopt the attached resolution and fee schedule for land use applications?

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STAFF RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution and fee schedule ("Exhibit A").

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INFORMATION SUMMARY

On April 16, 2002, staff discussed the Merina & Company land use planning fee study with the City Council. The Council directed staff to come back with fees that cover 100 percent of the project review costs. The fee schedule was to exclude non-project costs that were included in the Merina analysis. Tom Imdieke of the Finance Department met with Chris Bell of Merina & Co. to take out non-project costs. In their review, they determined that besides taking out non-project costs, some of the fees should also be reduced by taking out a portion of the Community Development Department and Current Planning costs attributable to overhead. Only 45 percent of CD Administration and 87 percent of Current Planning costs are attributable to the General Fund. Other fund categories contribute to reduce the overhead costs in these two areas. This reduces the cost of review significantly.

In addition, the new proposed fees reflect the 2002-03 budget rather than this fiscal year's budget. The 2002-03 figures were not available until very recently. The consultant also factored in project related costs under 15 minute periods that were not previously accounted for. The new proposed fees reflect 100 percent of project costs. According to Finance, they will account for approximately 63 percent of the total cost of the Current Planning Division. The attached Resolution includes "Exhibit A" listing the new fees. The existing fee schedule is attached as "Exhibit B" for comparison. The new fee schedule reflects one set of fees for both City and Urban Services Area applications. The City previously modified its fee schedule with an adaptation of the Washington County fee schedule for the Urban Services Area because Washington County fees were so much higher. This is no longer the case.

The resolution includes a provision for an automatic adjustment according to the Construction Cost Index for the City of Seattle as published in the June issue of the Engineering News Record (ENR), which is to go into effect each ensuing year. Some of the proposed fees will be reduced. These include historic overlay adjustments, Type II variances, signs, tree removal, pre-application conferences, and Type II home occupations.

These reductions are partially the result of the streamlining of the code and process in 1998. The water resource overlay provisions were eliminated by Ordinance 02-15 this spring and no longer require a fee.

Engineering has indicated that construction projects do not cover their costs of land use review. The Engineering staff work on each land use application where public facilities are involved. It is suggested that this set of fees be amended upon determination of project costs for engineering review of land use applications. It may also be prudent to look at any land use review costs with regard to the Police and Public Works functions.

The joint application fee has been raised from 20 percent to 50 percent to attempt to better capture the complexities of multiple reviews. It could be raised to 100 percent but staff feels that there are certain economies of scale related to processing combined applications at one time.

Press releases have been sent out to newspapers, we understand articles will be forthcoming. The Metro Home Builder's Association was also notified. If adopted, the new fees will be posted and distributed at the time of pre-application conferences and initial inquiries.

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#### OTHER ALTERNATIVES CONSIDERED

1. Leave the existing fee schedule as is.
2. Capture less than 100 percent of project costs.

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#### VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Growth & Growth Management: #2 Urban Services are provided to all citizens with Tigard's urban growth boundary and recipients of services pay their share.

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#### ATTACHMENT LIST

1. Resolution adopting new fee schedule.
  - Exhibit A: New fee schedule
  - Exhibit B: Old fee schedule

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#### FISCAL NOTES

Collecting 100 percent of land use application costs will reduce the burden on the General Fund with applicants covering the cost of review of their applications.

CITY OF TIGARD, OREGON

RESOLUTION NO. 02-\_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL ADOPTING A NEW FEE SCHEDULE FOR LAND USE PLANNING APPLICATIONS TO REFLECT 100 PERCENT OF PROJECT COSTS, AMENDING RESOLUTION NO. 02-06, AND SETTING AN EFFECTIVE DATE OF JULY 1, 2002.

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WHEREAS, the City of Tigard has adopted planning ordinances pursuant to Chapters 227 and 92 of the Oregon Revised Statutes; and

WHEREAS, the adopted planning ordinances require that for the purpose of defraying the expenses arising from or incident to the investigation, evaluation and processing of land use applications that fees and charges be prescribed; and

WHEREAS, Section 3.32 of the Tigard Municipal Code grants the City Council the authority to set rates for fees and charges by resolution; and

WHEREAS, the Tigard City Council reviewed a cost analysis of land use related applications on April 16, 2002; and

WHEREAS, the Tigard City Council desires to set rates to capture 100 percent of the project costs related to the processing of land use applications to reduce the burden on the general fund; and

WHEREAS, the Tigard City Council desires to adjust the rate for land use applications each year based on the Consumer Price Index to keep fees and charges current; and

WHEREAS, the City Council approved Resolution No. 02-06 that adopted a master fees and charges schedule,

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that: Resolution No. 02-06 and its accompanying master fees and charges schedule be amended per the attached "Exhibit A".

SECTION 1: This resolution is effective on and after the first day of July 1, 2002.

SECTION 2: All fees and charges listed in "Exhibit A" will automatically be revised July 1 of each ensuing year according to the Construction Cost Index for the City of Seattle as published in the June issue of the Engineering News Record (ENR).

SECTION 3: The City Council determines that the fees and charges imposed by this resolution are not taxes subject to the property tax limitations of Article XI, Section 11 (b) of the Oregon Constitution.

PASSED:        This \_\_\_\_\_ day of \_\_\_\_\_ 2002.

\_\_\_\_\_  
Mayor - City of Tigard

ATTEST:

\_\_\_\_\_  
City Recorder - City of Tigard

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# Exhibit "A"

## CITY OF TIGARD LAND USE APPLICATIONS FEE SCHEDULE

PROCEDURE	FEE
ACCESSORY RESIDENTIAL UNITS	\$100
ANNEXATION	\$1,780
<b>APPEAL</b>	
DIRECTOR'S DECISION (TYPE II) TO HEARINGS OFFICER	\$250
EXPEDITED REVIEW (DEPOSIT) 6	\$300
HEARINGS REFEREE	\$500
PLANNING COMMISSION/HEARINGS OFFICER TO CITY COUNCIL	\$1,790
APPROVAL EXTENSION	\$200
BLASTING PERMIT	\$145
<b>CONDITIONAL USE PERMIT</b>	
INITIAL	\$3,540
MAJOR MODIFICATION	\$3,540
MINOR MODIFICATION	\$435
DESIGN EVALUATION TEAM (DET) RECOMMENDATION (DEPOSIT)	\$1,000
<b>DEVELOPMENT CODE PROVISION REVIEW</b>	
SINGLE-FAMILY BUILDING PLAN	\$40
COMMERCIAL/INDUSTRIAL/INSTITUTION	\$250
<b>EXPEDITED REVIEW</b>	
LAND PARTITION	\$2,935
SUBDIVISION	\$3,690 + 80/Lot
SUBDIVISION WITH PLANNED DEVELOPMENT	Add \$4,720
HEARING POSTPONEMENT	\$225
<b>HISTORIC OVERLAY/REVIEW DISTRICT</b>	
HISTORIC OVERLAY DESIGNATION	\$3,045
REMOVAL OF HISTORIC OVERLAY DESIGNATION	\$3,045
EXTERIOR ALTERATION IN HISTORIC OVERLAY DISTRICT	\$465
NEW CONSTRUCTION IN HISTORIC OVERLAY DISTRICT	\$465
DEMOLITION IN HISTORIC OVERLAY DISTRICT	\$465
<b>HOME OCCUPATION PERMIT (ORIGINAL PERMIT)</b>	
TYPE 1 HOME OCCUPATION PERMIT	\$30
TYPE I1 HOME OCCUPATION PERMIT	\$215
INTERPRETATION OF THE COMMUNITY DEVELOPMENT CODE	\$460
<b>LAND PARTITION</b>	
RESIDENTIAL AND NON-RESIDENTIAL (3 LOTS)	\$2,435
RESIDENTIAL AND NON-RESIDENTIAL (2 LOTS)	\$1,935
EXPEDITED	\$2,935
LOT LINE ADJUSTMENT	\$310
MINOR MODIFICATION TO AN APPROVED PLAN	\$435
NON-CONFORMING USE CONFIRMATION	\$205
<b>PLANNED DEVELOPMENT</b>	
CONCEPTUAL PLAN REVIEW	\$4,715
DETAILED PLAN REVIEW	Applicable SDR Fee
PRE-APPLICATION CONFERENCE	\$200
<b>SENSITIVE LANDS REVIEW</b>	
WITH EXCESSIVE SLOPES/WITHIN DRAINAGE WAYS/WITHIN WETLANDS (TYPE II)	\$1,720
WITH EXCESSIVE SLOPES/WITHIN DRAINAGE WAYS/WITHIN WETLANDS (TYPE III)	\$1,860



WITHIN THE 100-YEAR FLOODPLAIN (TYPE III)	\$1,860
<b>SIGN PERMIT</b>	
EXISTING AND MODIFICATION TO AN EXISTING SIGN (NO SIZE DIFFERENTIAL)	\$30
TEMPORARY SIGN (PER SIGN)	\$15

<b>SITE DEVELOPMENT REVIEW AND MAJOR MODIFICATION</b>	
UNDER \$1,000,000	\$3,000
\$1 MILLION/OVER	\$4,045 + \$5/Each \$10,000 Over \$1 Million
MINOR MODIFICATION	\$435
<b>SUBDIVISION</b>	
PRELIMINARY PLAT <u>WITHOUT</u> PLANNED DEVELOPMENT	\$3,190 + 80/Lot
PRELIMINARY PLAT <u>WITH</u> PLANNED DEVELOPMENT	Add \$4,720
FINAL PLAT	\$500
<b>TEMPORARY USE PERMIT</b>	
DIRECTOR'S DECISION	\$205
SPECIAL EXEMPTION/NON-PROFIT ORGANIZATION	-0-
TREE REMOVAL	\$112
VACATION (STREETS AND PUBLIC ACCESS)	\$1,530 Deposit + Actual Costs
<b>VARIANCE/ADJUSTMENT</b>	
ADMINISTRATIVE VARIANCE	\$465
DEVELOPMENT ADJUSTMENT	\$205
SPECIAL ADJUSTMENTS	
- ADJUSTMENT TO A SUBDIVISION	\$205
- REDUCTION OF MINIMUM RESIDENTIAL DENSITY	\$205
- ACCESS/EGRESS STANDARDS ADJUSTMENT	\$465
- LANDSCAPING ADJUSTMENT (EXISTING/NEW STREET TREES)	\$205
PARKING ADJUSTMENTS	
- REDUCTION IN MINIMUM OR INCREASE IN MAXIMUM PARKING RATIO	\$465
- REDUCTION IN NEW OR EXISTING DEVELOPMENT/TRANSIT IMPROVEMENT	\$465
- REDUCTION IN BICYCLE PARKING	\$465
- ALTERNATIVE PARKING GARAGE LAYOUT	\$205
- REDUCTION IN STACKING LANE LENGTH	\$465
SIGN CODE ADJUSTMENT	\$465
STREET IMPROVEMENT ADJUSTMENT	\$465
TREE REMOVAL ADJUSTMENT	\$205
WIRELESS COMMUNICATION FACILITY ADJUSTMENTS	
- SETBACK FROM NEARBY RESIDENCE	\$465
- DISTANCE FROM ANOTHER TOWER	\$205
<b>ZONING MAP/TEXT AMENDMENT</b>	
LEGISLATIVE – COMPREHENSIVE PLAN	\$6,600
LEGISLATIVE – COMMUNITY DEVELOPMENT CODE	\$2,510
QUASI-JUDICIAL	\$2,290
ZONING ANALYSIS (DETAILED)	\$435
ZONING INQUIRY LETTER (SIMPLE)	\$50
JOINT APPLICATION PLANNING FEE	100% of Highest Planning Fee + 50% of All Additional Fees Related to the Proposal

EFFECTIVE DATE: \_\_\_\_\_

(Resolution No. \_\_\_\_\_ Repealing Resolution No. 98-58, Repealing Resolution No. 96-30, Repealing Resolution No. 91-01)

**6** - Established by state statute

NOTE 1: WITHDRAWN APPLICATIONS: In cases of withdraw of an application, refund of fees may be applicable, less costs incurred, as determined by the Director. Generally, refunds of 80 percent will be made for applications received and withdrawn prior to sending out request for comments to agencies and notice of public hearing being sent. Fifty-percent refunds will be made where notice of public hearing has been sent but no staff report has begun. NO REFUNDS WILL BE PROVIDED FOR APPLICATIONS FOR WHICH A STAFF REPORT HAS BEGUN.

NOTE 2: PROPERTY OWNER NOTICE REQUIREMENTS: For all Type II, III and IV applications, applicants must submit two (2) sets of pre-stamped, pre-addressed envelopes for all property owners of record within 500 feet of the subject properties. The very most current records of the Washington County Department of Assessment and Taxation shall be the official records for determining ownership.

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City of Tigard, Oregon  
*Community Development*  
*Shaping A Better Community*

# CITY OF TIGARD

## LAND USE APPLICATION FEE SCHEDULE

PROCEDURE	FEE (Page 1 of 2)	
<b>ACCESSORY RESIDENTIAL UNITS</b>	\$ 100	
<b>ANNEXATION</b>	\$ 1,160	
<b>APPEAL</b>		
➤ Director's Decision (Type II) to Hearings Officer	\$ 250	
➤ Expedited Review (Deposit)★★	\$ 300	
➤ Hearings Referee	\$ 500	
➤ Planning Commission/Hearing's Officer to City Council	\$1,745 + Transcript	
<b>APPROVAL EXTENSION</b>	\$ 150	
<b>BLASTING PERMIT</b>	\$ 145	
<b>CONDITIONAL USE (CUP)</b>		
➤ Initial	\$ 1,615	
➤ Major Modification	\$ 1,615	
➤ Minor Modification	\$ 100	
<b>DESIGN EVALUATION TEAM (DET) RECOMMENDATION (Deposit)</b>	\$ 1,000	
<b>DEVELOPMENT CODE PROVISION REVIEW</b>		
➤ Single-Family Building Plan	\$ 40	
➤ Commercial/Industrial/Institution	\$ 250	
<b>EXPEDITED REVIEW</b>		
➤ Land Partition	\$ 1,280	
➤ Subdivision	\$ 2,625 + \$10/Lot	
➤ Subdivision with Planned Development	(Add 20 % PD Fee)	
<b>HEARING POSTPONEMENT</b>	\$ 115	
<b>HISTORIC OVERLAY/REVIEW DISTRICT (HD)</b>		
➤ Historic Overlay Designation	\$ 2,190	
➤ Removal Historic Overlay Designation	\$ 2,190	
➤ Exterior Alteration in Historic Overlay District	\$ 545	
➤ New Construction in Historic Overlay District	\$ 545	
➤ Demolition in Historic Overlay District	\$ 545	
<b>HOME OCCUPATION PERMIT (HOP)</b>	Type I	Type II
➤ Original Permits	\$ 30	\$ 545
<b>INTERPRETATION OF THE COMMUNITY DEVELOPMENT CODE</b>	\$ 340	
<b>LAND PARTITION (MLP)</b>		
➤ Residential and Non-Residential	\$ 780	
➤ Expedited	\$ 1,280	
<b>LOT LINE ADJUSTMENT (MIS)</b>	\$ 100	
<b>MINOR MODIFICATION TO APPROVED PLAN</b>	\$ 100	
<b>NON-CONFORMING USE CONFIRMATION</b>	\$ 100	
<b>PLANNED DEVELOPMENT (PD)</b>		
➤ Conceptual Plan Review	\$ 2,170	
➤ Detailed Plan Review	(Applicable SDR Fee)	
<b>PRE-APPLICATION CONFERENCE</b>	\$ 240	
<b>SENSITIVE LANDS REVIEW (SLR)</b>	Type II	Type III
➤ Within the 100-Year Flood Plain		\$ 1,240
➤ With Excessive Slopes	\$ 745	\$ 1,240
➤ Within Drainage Ways	\$ 745	\$ 1,240
➤ Within Wetlands	\$ 745	\$ 1,240
<b>SIGN PERMIT (SGN)</b>		
➤ Existing and Modification of Existing Sign	(No Size Differential)	\$ 50
➤ Temporary Sign	(Per Sign)	\$ 15

PROCEDURE	FEE (Page 2 of 2)
<b>SITE DEVELOPMENT REVIEW (SDR) AND MAJOR MODIFICATION</b>	
➤ Under \$100,000	\$ 800
➤ \$100,000-999,999	\$ 1,600
➤ \$1 Million/Over	\$ 1,780 + \$5/\$10,000
➤ Minor Modification	\$ 100
<b>SUBDIVISION (SUB)</b>	
➤ Preliminary Plat <u>without</u> Planned Development	\$ 2,125 + \$ 10/lot
➤ Preliminary Plat <u>with</u> Planned Development	(Add 20 % PD Fee)
➤ Final Plat	\$ 295
<b>TEMPORARY USE (TUP)</b>	
➤ Director's Decision	\$ 100
➤ Special Exemption/Non-Profit	- 0 -
<b>TREE REMOVAL</b>	\$ 160
<b>VACATION</b>	
➤ Streets and Public Access	\$ 1,530 Deposit + Actual Costs
<b>VARIANCE/ADJUSTMENT (VAR)</b>	
➤ Administrative Variance	\$ 545
➤ Development Adjustment	\$ 100
➤ Special Adjustments	
♦ Adjustment to a Subdivision	\$ 100
♦ Reduction of Minimum Residential Density	\$ 100
♦ Access/Egress Standards Adjustment	\$ 545
♦ Landscaping Adjustments	
– Existing/New Street Trees	\$ 100
♦ Parking Adjustments	
– Reduction in Minimum Parking Ratio	\$ 545
– Reduction in New Development/Transit Improvement	\$ 545
– Reduction in Existing Development/Transit Improvement	\$ 545
– Increase in Maximum Parking Ratio	\$ 545
– Reduction in Bicycle Parking	\$ 545
– Alternative Parking Garage Layout	\$ 100
– Reduction in Stacking Lane Length	\$ 545
♦ Sign Code Adjustment	\$ 545
♦ Tree Removal Adjustment	\$ 100
♦ Wireless Communication Facility Adjustments	
– Setback from Nearby Residence	\$ 545
– Distance from Another Tower	\$ 100
♦ Street Improvement Adjustment	\$ 545
<b>WATER RESOURCES OVERLAY (WR)</b>	
➤ Type I	\$ 150
➤ Type II	\$ 745
➤ Type III	\$ 1,240
<b>ZONING MAP/TEXT AMENDMENT (CPA/ZOA/ZON)</b>	
➤ Legislative - Comprehensive Plan (CPA)	\$ 4,015
➤ Legislative - Development Code (ZOA)	\$ 1,415
➤ Quasi-Judicial (ZON)	\$ 1,505
<b>ZONING ANALYSIS (Detailed)</b>	\$ 150
<b>ZONING INQUIRY LETTER (Simple)</b>	\$ 50
<b>JOINT APPLICATION PLANNING FEE</b>	100% of Highest Planning Fee + 20% of all Additional Fees Related to the Proposal.

EFFECTIVE DATE: 11/26/98

(Resolution No. 98-58, Repealing Resolution No. 96-30, Repealing Resolution No. 91-01)

★★ - Established by state statute

**NOTE 1:** WITHDRAWN APPLICATIONS: In cases of withdraw of an application, refund of fees may be applicable, less costs incurred, as determined by the Director. Generally, refunds of 80 percent will be made for applications received and withdrawn prior to sending out request for comments to agencies and notice of public hearing being sent. Fifty percent refunds will be made where notice of public hearing has been sent but no staff report has begun. NO REFUNDS WILL BE PROVIDED FOR APPLICATIONS FOR WHICH A STAFF REPORT HAS BEGUN.

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